



## Martinborough Community Board

### Minutes – 31 March 2014

- Present:** Lisa Cornelissen (Chairperson), Adi McMaster, Victoria Read, Cr Julie Riddell and Cr Max Stevens.
- In Attendance:** Mayor Adrienne Staples, Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 31 March 2014 between 6:30pm and 8:30pm.
- Also in Attendance:** Alistair Sutton (zone 4 representative Community Board Executive Committee).

#### **PUBLIC BUSINESS**

##### **1. APOLOGIES**

*MCB RESOLVED (MCB 2014/13) to receive apologies from Pam Colenso.  
(Moved Cornelissen/Seconded Cr Riddell)*

Carried

##### **2. CONFLICTS OF INTEREST**

There were no conflicts of interest declared.

##### **3. PUBLIC PARTICIPATION**

There was no public participation.

##### **4. PRESENTATION:**

- 4.1 Alistair Sutton, zone 4 representative Community Board Executive Committee

Mr Sutton introduced himself as the zone 4 community board representative on the Community Board Executive Committee. Mr Sutton tabled information on the Community Board awards and encouraged the Board to participate in the awards and to attend the quarterly zone 4 meetings.

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

- 5.1 Martinborough Community Board Minutes – 17 February 2014

#### **DISCLAIMER**

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

*MCB RESOLVED (MCB 2014/14)* that the minutes of the Martinborough Community Board meeting held on 17 February 2014 be received and confirmed as true and correct.

*(Moved Cr Riddell/Seconded McMaster)*

Carried

5.2 Matters Arising

Cr Riddell provided an update on the setup of Neighbourhood Support in Martinborough.

5.3 Action Items From Previous Meeting

The Community Board discussed items relating to the Martinborough Pool; including pool cover repairs, an unlocked door, and management of equipment.

5.4 Income and Expenditure Statement to 28 February 2014

*MCB RESOLVED (MCB 2014/15)* to receive the Income and Expenditure Statement to 28 February 2014.

*(Moved McMaster/Seconded Read)*

Carried

**6. OPERATIONAL REPORTS – COUNCIL OFFICERS**

6.1 Officers' Report to Community Boards

The Community Board discussed resource consent updates, the IANZ results and playground equipment.

*MCB RESOLVED (MCB 2014/16)* to receive the Officers' Report to Community Boards.

*(Moved Cr Stevens/Seconded Read)*

Carried

6.2 Annual Plan Process Timetable

*MCB RESOLVED (MCB 2014/17)* to receive the information.

*(Moved Cornelissen/Seconded McMaster)*

Carried

6.3 Alternative Routes Map

The Community Board suggested:

- Placing the web address of the alternative routes map on a road sign (located where the road is normally closed).
- Erect a sign permanently with route information at the alternative route turnoff to Kahutara.

*MCB RESOLVED (MCB 2014/18):*

1. To receive the information.

*(Moved McMaster/Seconded Cr Stevens)*

Carried

2. Action 151: Provide PDF and paper copies of the alternative route map to the Martinborough Business Association, Destination Wairarapa, Featherston Information Centre, Martinborough

**DISCLAIMER**

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

- Library and Martinborough i-site. Provide a copy of the map to the after hours call centre; M Allingham
3. Action 152: Load the alternative route maps permanently on SWDC website; M Allingham
  4. Action 153: Investigate if the maps could be integrated into information provided by the AARoadwatch website; M Allingham
  5. Action 154: Discuss dissemination of alternative route information to visitors with Destination Wairarapa and the Martinborough Business Association; L Cornelissen

#### 6.4 Pain Farm Report

Mr Crimp spoke to the report recommending the Community Board request Council undertake a review of the Pain Farm bequest against current community needs and legislation.

*MCB RESOLVED (MCB 2014/19):*

1. To receive the information.  
*(Moved Cornelissen/Seconded Read)* Carried
2. To recommend to Council this bequest be reviewed.  
*(Moved Cr Stevens/Seconded McMaster)* Carried

## 7. COMMUNITY BOARD/COUNCILLORS REPORTS

### 7.1 Chairperson report

Mrs Cornelissen presented her report and members discussed the proposed lighting, suggesting members of the community who may be interested in assisting, and a request that landscapers are consulted.

*MCB RESOLVED (MCB 2014/20):*

1. To receive the information.
2. That Lisa Cornelissen present the Martinborough Community Board 3 Year Plan at the SWDC meeting on the 23 April 2014.  
*(Moved Cr Riddell/Seconded McMaster)* Carried

*MCB RESOLVED (MCB 2014/21):*

1. That the draft budget be received.
2. To approve the proposed Martinborough Community Board budget to 30 June 2014 which includes new commitments of \$1000 for Square lighting, \$250 for youth forum expenses, \$200 for school holiday swimming, \$2,500 for flags/banners, \$400 for a Considine Park Bench.
3. That the \$5000 commitment for a lime track along Puruatanga Road be released.
4. That Lisa Cornelissen present a final budget for approval at the MCB meeting on 4 August 2014.  
*(Moved Cr Riddell/Seconded McMaster)* Carried

#### **DISCLAIMER**

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

*MCB NOTED:*

1. Action 155: Propose a mid winter Community Board get together at the next community board chair's meeting; L Cornelissen
2. Action 156: Investigate the addition of a Martinborough Community Board page on the SWDC website and develop content including the MCB 3 Year Plan and MCB Strategic Grants Policy; L Cornelissen

7.2 Strategic Grants Policy Report

Members discussed the policy as proposed and agreed that the role of the Community Board was to facilitate projects that fitted the Board's strategic priorities.

The Community Board established that membership of the Martinborough Town Hall Working Group didn't represent a conflict of interest for members.

*MCB RESOLVED (MCB 2014/22):*

1. To receive the information.
2. That the Strategic Grants Policy is adopted subject to the removal of the first line of the Suggested Timetable and Budget for Strategic Grants, and the reduction of the grant pool funds from \$7,500 to \$5,000 for all years through to 2016.
3. That Lisa Cornelissen work with the relevant officers to develop the application form which will be uploaded to the SWDC website.
4. That Suzanne Clark write to all outstanding grant applicants to advise them of the new policy, criteria and 30 September 2014 application closing date.

*(Moved Cornelissen/Seconded McMaster)*

Carried

*MCB RESOLVED (MCB 2014/23)* that the Martinborough Community Board donate \$25,000 and become a bronze donor of the Martinborough Town Hall and Community Centre project, payable in July 2014 once a Trust has been setup to receive the funds.

*(Moved Read/Seconded Cr Stevens)*

Carried

7.3 Martinborough Town Hall Working Group

Cr Stevens tabled draft minutes of the Working Group from 19 March 2014. The Board noted that the Pain Farm donation, as resolved on the 10 June 2013, was classified as a gold donation and attracted naming rights.

*MCB RESOLVED (MCB 2014/24)* to receive the draft Martinborough Town Hall working Group minutes of the 19 March 2014.

*(Moved Cornelissen/Seconded Cr Riddell)*

Carried

**DISCLAIMER**

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

7.4 Youth Forum

Mrs McMaster advised that a grant request to the Ministry of Youth Development to enable a youth programme to be facilitated in the South Wairarapa was being prepared. Mayor Staples undertook to liaise with Southern Wairarapa Safer Community Council to clarify project sponsorship, governance and proposed administration of the grant and would advise any amendments to the application before it was submitted.

Members noted that a budget of \$250 had been approved for Youth Forum expenses as per resolution MCB2014/21.

*MCB RESOLVED (MCB 2014/25):*

1. That the invoice from Circus Cinema for \$51.50 for expenses relating to the Youth Forum be paid.  
*(Moved Cornelissen/Seconded Cr Riddell)*
2. Action 157: Put together a framework for the youth forum outlining the aim of the interaction, goals and objectives as well as a schedule of youth forum meetings and proposed budget for the 12 May 2014 meeting; A McMaster

Carried

**8. CORRESPONDENCE**

8.1 Inwards

From Paora Ammunson, The Wairarapa Arts Festival Trust, to Martinborough Community Board, dated 8 January 2014

*MCB RESOLVED (MCB 2014/26):*

1. To receive the inwards correspondence.  
*(Moved Cornelissen/Seconded Cr Stevens)*
2. Action 158: On behalf of the Martinborough Community Board write to Leigh Hay expressing the sympathy of the Board; L Cornelissen

Carried

**Confirmed as a true and correct record**

.....Chairperson

.....Date

**DISCLAIMER**

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

**Martinborough Community Board  
Action Items  
From 31 March 2014**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
426	MCB	15-Jul-13	Action	Paul	Laminate a list of defibrillator locations and seek permission to place in Pain and Kershaw and the Martinborough Library	Actioned	Awaiting confirmation from the contact people on the original list that they are the right people to contact. Emailed prior to Christmas
825	MCB	9-Dec-13	Resolution	Kyra	Anglican Parish MCB RESOLVED (MCB 2013/74) to grant the Martinborough Anglican Parish \$433.49 to extend extra-curricular programmes for Martinborough children. (Moved Cr Stevens/Seconded McMaster) Carried	Actioned	Awaiting invoice; refer correspondence; closed as in hand
833	MCB	9-Dec-13	Action	Mark	Review the storm water contract to determine the level of open drain spraying maintenance within the urban area and obtain a cost to spray the open drains in Martinborough	Open	7/2 In progress.
53	MCB	17-Feb-14	Action	Mark	Request that the Wairarapa Waste Minimisation Officer investigate placement of recycling bins (eg Love NZ bins) in Martinborough town	Open	
58	MCB	17-Feb-14	Action	Mark	Provide a copy of the contracted Martinborough mowing schedules to MCB members	Actioned	
60	MCB	17-Feb-14	Action	Pam Colenso	Gather contact details of the Considine Park Committee and arrange a meeting to discuss possible improvements and issues as identified in the community asset review	Open	
144	MCB	31-Mar-14	Resolution	Lisa Cornelissen	Chairperson report MCB RESOLVED (MCB 2014/20): 1. To receive the information. 2. That Lisa Corenlissen present the Martinborough Community Board 3 Year Plan at the SWDC meeting on the 23 April 2014. (Moved Cr Riddell/Seconded McMaster) Carried	Actioned	
145	MCB	31-Mar-14	Resolution	Kyra	MCB RESOLVED (MCB 2014/21): 1. That the draft budget be received. 2. To approve the proposed Martinborough	Actioned	

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					Community Board budget to 30 June 2014 which includes new commitments of \$1000 for Square lighting, \$250 for youth forum expenses, \$200 for school holiday swimming, \$2,500 for flags/banners, \$400 for a Considine Park Bench. 3. That the \$5000 commitment for a lime track along Puruatanga Road be released. 4. That Lisa Cornelissen present a final budget for approval at the MCB meeting on 4 August 2014. (Moved Cr Riddell/Seconded McMaster) Carried		
146	MCB	31-Mar-14	Resolution	Paul	Strategic Grants Policy Report MCB RESOLVED (MCB 2014/22): 1. To receive the information. 2. That the Strategic Grants Policy is adopted subject to the removal of the first line of the Suggested Timetable and Budget for Strategic Grants, and the reduction of the grant pool funds from \$7,500 to \$5,000 for all years through to 2016. 3. That Lisa Cornelissen work with the relevant officers to develop the application form which will be uploaded to the SWDC website. 4. That Suzanne Clark write to all outstanding grant applicants to advise them of the new policy, criteria and 30 September 2014 application closing date. (Moved Cornelissen/Seconded McMaster) Carried	Actioned	
147	MCB	31-Mar-14	Resolution	Kyra	MCB RESOLVED (MCB 2014/23) that the Martinborough Community Board donate \$25,000 and become a bronze donor of the Martinborough Town Hall and Community Centre project payable in July 2014 once a Trust has been setup to receive the funds. (Moved Read/Seconded Cr Stevens) Carried	Actioned	
149	MCB	31-Mar-14	Resolution	Kyra	MCB RESOLVED (MCB 2014/25): 1. That the invoice from Circus Cinema for \$51.50 for expenses relating to the Youth Forum be paid. (Moved Cornelissen/Seconded Cr Riddell) Carried	Actioned	
152	MCB	31-Mar-14	Action	Mark	Load the alternative route maps permanently on	Actioned	Will be loaded to the frontpage with a

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					SWDC website		special quicklinks button. Requires outside web assistance. Loaded to front page until this work can be completed.
154	MCB	31-Mar-14	Action	Lisa Cornelissen	Discuss dissemination of alternative route information to visitors with Destination Wairarapa and the Martinborough Business Association	Open	
155	MCB	31-Mar-14	Action	Lisa Cornelissen	Propose a mid winter Community Board get together at the next community board chair's meeting	Open	
156	MCB	31-Mar-14	Action	Lisa Cornelissen	Investigate the addition of a Martinborough Community Board page on the SWDC website and develop content including the MCB 3 Year Plan and MCB Strategic Grants Policy	Actioned	
157	MCB	31-Mar-14	Action	Adi McMaster	Put together a framework for the youth forum outlining the aim of the interaction, goals and objectives as well as a schedule of youth forum meetings and proposed budget for the 12 May 2014 meeting	Actioned	



## ***Martinborough Community Board Income & Expenditure to 31 March 2014***

<b><u>INCOME</u></b>	
Balance 1 July 2013	40,695.43
Annual Plan 2013/14	20,959.00
<b>TOTAL INCOME</b>	<b>61,654.43</b>
<b><u>EXPENDITURE</u></b>	
Members' Salaries	6,991.30
<b>Total Personnel Costs</b>	<b>6,991.30</b>
AP House of Travel McMaster Wn-Dn-Wn 25-27 Sept	344.35
AP 16 guests 10/9/13 C/Brds	37.10
Travel and Parking	105.00
AP A McMaster 25 & 26/9/13	173.91
AP SOLGM Desk/Pocket Diaries 2014	31.80
AP NZ Local Govern Annual Com Brd levies	166.68
expenses x wages exps x wages Dec	56.50
Conference A McMaster	565.22
AP Circus Cinema R 19/3/14 Youth Forum Meeting	44.78
MBA pool free day	200.00
<b>Total General Expenses</b>	<b>1,725.34</b>
AP Martinborough M Collections project grant	3,000.00
AP Wairarapa Mathe Community Board Grant 2013	200.00
AP Kokomai Creative Festival 2013	500.00
AP Southern Wairar Grant - WAIGROWN 27/9 Music Festival	500.00
MBA Squash Club Grant - Refurbishing club kitchen	1,000.00
<b>Total Grants</b>	<b>5,200.00</b>
<b>TOTAL EXPENDITURE</b>	<b>13,916.64</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>47,737.79</b>
<b><u>LESS: COMMITMENTS</u></b>	
Salaries to 30 June 2014	3,013.70
Martinborough Anglican Parish - Extra curricular Program	433.49
Square Lighting	1,000.00
Youth forum	250.00
School holiday swimming	200.00
Flags/banners	2,500.00
Considine Park bench	400.00
Martinborough Town Hall and Community Centre Project	25,000.00
<b>Total Commitments</b>	<b>32,797.19</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>14,940.60</b>

# MARTINBOROUGH COMMUNITY BOARD

12 MAY 2014

---

## AGENDA ITEM 5.1

### OFFICER'S REPORT

---

#### **Purpose of Report**

To update the Community Board/Committee on Council activities.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receive the information.*

## PLANNING AND ENVIRONMENT

---

### **1. Group Overview**

The Planning and Environment Group of Council is responsible for the resource management (district plan, resource consents, reserve management plans, LIM's) and public protection (liquor, health, safe food, after-hours noise, building, stock and animal control) activities of Council, as set out in the Annual Plan 2013-14.

Long term activities relate to the development of the district plan and its upkeep, developing statutory policies and Council strategies to ensure our district grows and develops in a sustainable way.

The day to day focus is on the implementation of Council's plans, policies and strategies through the processing of Resource Consents, Building Consents, Food/Liquor/Health Licences and Dog and Stock Control.

### **2. Resource Management**

#### **2.1 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%		Refer NRB Survey 2013
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%		Refer NRB Survey 2013

### **2.1.1. Your Success: Our Business Programme**

The "Your Success: Our Business" booklet has been completed, and once key staff are back from Easter holidays, how the programmes processes are to be structured and operated will be decided and put in place.

## **2.2 Resource Management Act - Consents**

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	99%	NCS data
s.223* certificates issued within 10 working days	100%	100%	NCS data
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	96%	NCS data

### **2.2.1 Processing Numbers**

Council has processed 91 resource consents during the year to date (01/07/13 to 07/04/14). In the same period during the previous year (01/07/12 to 07/04/13) the Council processed 81 resource consents.

In the period since the last report (01/03/14 to 07/04/14) Council processed 15 resource consents. Officers provide detailed information as part of fortnightly updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

### **2.2.2 Alloa Gunclub Resource Consent**

A group of residents living at and about Tauherenikau, have raised concerns with officers about the proposal to establish the Alloa Gunclub on land situated off Moroa Road.

An informal meeting to discuss their concerns was held on the 19<sup>th</sup> of February 2014. Crs Old and Montgomerie attended along with the Group Manager, Planning and Environment.

Two of the residents have also spoken at the public forum section of the last Greytown Community Board meeting about their concerns and at that time tabled a letter addressed to the Group Manager, Planning and Environment, asking Council to review the consent. This letter has been responded to, with the response being copied to the Board for their information.

By way of background, the Alloa Gunclub obtained a resource consent from Council on the 8th of November 2012 to erect or shift to their site, a building greater than 25m<sup>2</sup> area.

This building was to be used as a clubhouse and was to be up to 200m<sup>2</sup> in area; the size of a medium to large dwelling or at most a medium sized farm building (e.g. barn, milking shed or implement shed).

This application was considered as a Restricted Discretionary Activity under the District Plan rules and the Resource Management Act 1991. Such applications may be notified but in this case the officers decided under delegated authority that it did not require full or limited notification.

This was because the building was little different (in size and form) to normal permitted structures and any effects would therefore be less than minor (permitted baseline test was applied).

The activities proposed on the site also included a clay target shooting range and it is this that residents are opposed to. Under the District Plan shooting activities such as this do not require a Resource Consent from Council to establish. They are a Permitted Activity.

However, as part of the application to establish the building (clubhouse) the applicant obtained a report from an Acoustic Consultant (Mr Hunt, a nationally recognised noise expert) relating to sound generated by both the shooting and the use of the clubhouse.

This report concluded that any noise arising from the clubhouse would be fully compliant with rules in the District Plan while sound generated by the shooting would fall within what would be seen as normal rural limits. Whether this was in fact the case, is however, not strictly relevant in legal terms.

The District Plan does not have any rules controlling impulsive sound (what might be best described as percussive sound - sudden, often loud, short duration) generated by activities such as shooting or the use of bird scaring guns or any other form of rural activity.

Instead the Plan explicitly exempts such impulsive sounds from control by way of an exclusion provision contained within the definition of what is to be deemed noise.

A number of residents do not appear to accept this situation and expect or have asked Council to review the consent (presumably they see this resulting in a different outcome). However this is a somewhat mis-guided approach or expectation in terms of what the District Plan provides for.

Firstly the shooting is a permitted activity and even if the consent for the building was withdrawn by Council (which it cannot be) the shooting can continue and Council is not able to prevent it, even if it resolved to do so.

Secondly, under the District Plan farming is recognised as the primary use in rural zones. Other uses which cannot reasonably be expected to establish in other zones (e.g. shooting in a residential area) are given equal status or

primacy in the rural zone. This is on the presumption that such activities will be able to locate well away from other activities in the rural zone (e.g. in this case the nearest dwelling is over 810 metres away/second nearest 870 metres away to the west/over 1000 metres to the east).

All of these "rural" activities are recognised as having potential adverse effects but these are accepted as a "normal" part of a rural zone. At the same time the rural zone provisions are quite clear that protection of residential uses on rural sites (from those effects) is only a priority where it would not prevent or unduly restrict a permitted activity (e.g. farming or gunclubs). In essence there is a right to farm principle which extends to all other normal rural uses which includes shooting activities.

Contrary to some residents assertions the District Plan does protect residential activities in a structured way but to benefit from that protection, such uses must be in a residential zone. These zones are provided for that very purpose whereas rural zones are not.

That is not to say that control is not exercised over noise in rural areas, it is, but in a more restrained or qualified way, that is, after other uses are recognised along with their effects.

Taking into account the above matters, officers consider that the consent for the building (clubhouse) was correctly granted and there is no basis for rolling back the consent. The residents have been informed of this.

### 2.3 Reserves Act – Management Plans

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

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

The Coastal Reserves Management and Development Plan was adopted by Council on 31 July 2013.

### 2.4 Local Government Act – LIM's

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	Yes	Yes	Council's LIM template covers all statutory matters required to be included in LIM
My non-urgent LIM is processed within 10 days	100%	100%	NCS data

TYPE	YTD	PREVIOUS YTD	PERIOD (1/3/14 - 7/4/14)	PREVIOUS PERIOD
Standard LIM (Processed within 10 Working Days)	104	97	14	13
Urgent LIM (Processed within 5 Working Days)	86	48	13	15
<b>Totals</b>	190	145	27	28

### 3. Public Protection

#### 3.1 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.60%	Since 1/7/13 260 CCC's were issued and only 2 were over the 20WD's. New reporting procedures have been implemented to track CCC applications.
Building consent applications are processed within 20 working days	100%	99.68%	New reporting procedures have been implemented to track the processing days.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	128/221	Letters were sent to owners in Sept 2013 whose buildings still require an engineer's assessment. The government is proposing to make changes where by the assessments will need to be completed by a certain time.

Building consent numbers from 1 July 2013 to 2 April 2014 (Year to Date) total 310 consents. For the same period the year before (2012 - 13) the total was 296.

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

TYPE	NUMBER	VALUE
<b>Commercial</b>	4	\$105,000
<b>Industrial</b>	7	\$182,104
<b>Residential</b>	49	\$5,692,753
<b>Other ( public facilities)</b>	1	\$70,000
<b>Totals</b>	61	\$6,049,857

### 3.2 Dog Control Act – Registration and Enforcement

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

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 2013/14</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	6 visits	0	None to date. 1-2 visits planned for Greytown School in May 2014
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	

As at 8 April 2014 there are 2845 registered dogs with 1596 owners. There are currently 36 unregistered dogs, with 30 owners who have been or are in the process of being infringed for this offence.

The following table summarises dog control incidents for the period.

<b>INCIDENTS REPORTED</b>	<b>MARTINBOROUGH</b>	<b>FEATHERSTON</b>	<b>GREYTOWN</b>
Attack on Pets	1	2	0
Attack on Person	0	2	0
Barking and whining	1	0	1
Lost Dogs	1	2	1
Found Dogs	3	1	1
Rushing Aggressive	0	0	1
Wandering	1	6	1
<b>Total</b>	<b>7</b>	<b>13</b>	<b>5</b>

#### 3.2.1. Prosecution

Councillors may be aware through media reports of a recent prosecution initiated by Council under the Dog Control Act. Officers are pleased to report the successful outcome of the case taken against John Phelps of Greytown. Mr Phelps attempted to avoid micro-chipping 10 Pekingese dogs by claiming they were working dogs (defined as kept solely or principally for the purposes of herding or driving stock in the Dog Control Act 1996). Council disputed the classification and issued infringements against Mr Phelps for failing to microchip the dogs. In the resulting court case held at the Masterton District Court, Judge Arthur Tompkins ruled in favour of SWDC, stating in the process that Mr Phelps's claims were "nonsensical and artificial".

### 3.3 Public Places Bylaw 2012 - Stock Control

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

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

The following table summarises stock control incidents between 28 February 2014 and 9 April 2014.

INCIDENTS REPORTED	MARTINBOROUGH	FEATHERSTON	GREYTOWN
Stock	1	5	1

### 3.4 Resource Management Act – Afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	100%	Afterhours noise complaints attended to by Armouguard. Complaints during office hours are attended to by Officers

The following table provides a summary snapshot of noise control incidents between 28 February 2014 and 9 April 2014 and on a year to date basis.

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 2013/14	YTD 2012/13	PERIOD (1/3/14 - 7/4/14)	PREVIOUS PERIOD
Total	138	183	25	21

### 3.5 Sale and Supply of Liquor Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises that sell liquor that are checked prior to renewal to make sure they comply with the Sale of Liquor Act 1989	100%	100%	Under the Sale and Supply of Alcohol Act 2012 the Inspector inquires in to all applications and files a report to the District Licensing Committee as required by Section 103 of the Act. The inquiries include a premise inspection which is detailed in the report.



### 3.5.1. New Systems

Officers are currently in the process of acquiring a new computer module from NCS (Masterton and Carterton are also acquiring this module). After installing and making operational this system (which will require considerable input of records/data), Council will be able to accurately and efficiently manage the annual registration and inspection of premises selling alcohol. This regime is a new requirement introduced by the Sale and Supply of Alcohol Act. We expect to have the system fully operational by the commencement of the new financial year.

ALCOHOL LICENCES PROCESSED	YTD	PREVIOUS YTD	PERIOD (1/3/14 - 7/4/14)	PREVIOUS PERIOD
On, Off and Club Licences	32	37*	1	2
Manager's Certificates	109	79*	12	7

\*Partial data only due to new computer system introduced mid 2012

### 3.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises failing to comply with Food Hygiene regulations that are re-inspected within a 3 month period and enforcement is affected if offence continues	100%	100%	The target is for every food premise is inspected at least once within the licensing year 1 August 2013- to 1 July 2014.

#### 3.6.1. Inspections

Inspections of all food premises under the Food Hygiene Regulations 1974 are in progress. There are 30 food premises that are required to be inspected before the 31 July. There were no food premises with a requisition in the 3 month period, which required enforcement action. Food premises operating under the Voluntary Food Control Plan are not included in this target as they have are audited.

### 3.7 Bylaws – General Nuisances

There were no litter complaints received from 28 February 2014 to 9 April 2014. No long grass notices were issued, however 3 letters regarding over grown trees and hedges were issued. No abandoned vehicles were reported and no general complaints were received.

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

# INFRASTRUCTURE AND SERVICES

## 1. Group Manager Highlights

Water supply works are continuing at the new bore site with more detailed design to ensure the facility is as multi-purpose and resilient as possible. Council is currently arranging for power to be supplied to the site to ensure works can be undertaken without the need for generators.

The tender process for the Councils road maintenance contract has closed off with the individual and "group tender" option to be evaluated. Other contracts such as the "streetlight Maintenance 2014-17" contract are currently being advertised as "Group contracts" with Masterton District Council and Carterton District Council. Where services can be delivered via a better economy of scale or reduced administration, contracts will be done together, for example the current two years footpaths will be run with Carterton District Council.

The three waste water consents are continuing as planned and consultation is ongoing and in places quite detailed.

Councils "Waste Minz" expenditure was audited and council has received a positive draft report for comment. The main recommendation was for carrying out some form of analysis in the selection of projects covered.

The recent weather and the urban effects that resulted, subjectively seem to have been dealt with well in all areas. With the towns displaying far less localised flooding than in prior seasons, the new contract appears to be working well. With some recent personnel changes, work on communications needs to be reinforced. Extra claims will be lodged with NZTA for the major areas after a detailed joint drive over.

## 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 fire fighting.*

### 2.1 Key Performance Indicators

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

## **2.2 Consents**

### **2.2.1 Water**

No issues for the month. While it had been reported that there had been issues with EColi this was factually incorrect. Council had historically had samples fail at the lab. These are followed up immediately but further samples and confirmation testing of which has cleared the original indiscretion. This can be caused by a range of factors all of which are not water quality related.

### **2.2.2 Water Supply Capital Improvements**

Works are continuing at the bore field with delays in developing power to the site due to the inability to put a streamlined contract together.

Site meetings have been held with City care, Opus and all those involved in the project to ensure good coordination of all works.

## **2.3 Water Treatment Plants**

The Greytown and Featherston water treatment plants operated routinely throughout the period.

Due to water quality issues experienced in Martinborough the proposal is to add 10 extra flushing points onto the current weekly schedule. The points are more wide spread than the existing – The reasoning behind this is to give us a better overall indication of water quality as well as creating a wider draw off area. The increase in systematic flushing will force more water to move through the reticulation to remove manganese, rust and sediments that can collect in the system.

This over a three month period is intended to give us enough data so that we can track if there is an improvement, and we can re-evaluate the schedule using the collected data.

River levels have been monitored, and they have remained above the trigger points, therefore no water restrictions have been implemented.

## **2.4 Water Reticulation**

There were 21 water reticulation repairs reported and rectified during the period.

## **2.5 Water Races**

Council contractors City Care Ltd have been performing the routine monthly inspections and blockage clearing of the water race network to maintain satisfactory flows. There were four reported accounts for blockage clearing or no water flow for the Moroa and Longwood network over the period. Notices to land owners where required for water race cleaning have been sent out.

A boulder on the headwall at the Moroa Water Race intake was dislodged and was reducing the flow in the water race as it was covering the headwall intake pipe. Complaints of low flow from rural areas were reported to

Council contractors. They responded by removing the boulder from the headwall intake to increase the flow. The boulder was placed on the bank near the intake to help prevent erosion.

### 3. Waste Water

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

#### 3.1 Key Performance Indicators

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

#### 3.2 Consents

##### 3.2.1 Martinborough WWTP

The final Martinborough consent application has been lodged with GWRC and we are now awaiting the public notification (i.e. the call for submissions from interested persons/parties). We had initially expected notification on April 19th, but this now looks like it will be April 26th due to a key staff member bereavement at GWRC. Following notification there will be a four week period for people to make submissions. GWRC may then request further information on the basis of those submissions (if answers are not already provided within the application), and GW may also set up pre-hearing meetings prior to the formal hearing. SWDC would use this opportunity to clarify any misunderstanding of the proposal and try to minimise the number of issues going through to the formal hearing.

##### 3.2.2 Featherston WWTP

The Featherston application is currently being finalised on the basis of the targeted I/I reduction programme (Stage 1) and the commissioning of the High Rate Treatment Plant (Stage 2). The detailed assessment of effects on Donald's Creek / Abbott's Creek / Lake Wairarapa is currently being completed, both across Phase 1 (I/I programme), and following implementation of the high rate treatment (HRT) plant. The application is based on the submitted Martinborough format, including the format of conditions, to provide consistency. We hope to have a draft with SWDC for approval by the last week of April for submission to GWRC on the first week of May.

### **3.2.3 Greytown WWTP**

An extension was granted by GWRC to enable specific engagement with the Papawai Marae and residents of the Papawai area. This has been successful to the extent that the community now have a full understanding of the preferred solution, and the reasons for the chosen option. A lot of discussion has been had on the irrigation of treated effluent to land in the area immediately adjoining the dwellings on Pah Road. Information on potential effects and on the detailed irrigation design process prior to any irrigation occurring has been provided. This included the Management Plan development process; examples of conditions of consent; examples of similar activities (e.g. Taupo); the condition review process; the single point of contact/compliance; and the Community Liaison Group process. The Greytown application will be very similar to Martinborough in terms of format and conditions, as the proposal itself is very similar. AWT will turn their assessment of effects to Greytown once they have finished on Featherston.

There will be some work required to confirm the effects assessment on the Papawai Stream, given this is the initial receiving environment. The information is available, it just needs to be pulled together and assessed in the context of the current proposal.

### **3.3 Wastewater**

Testing had begun in Featherston for infiltration and ingress in the most vulnerable parts of the system. This work will determine the methods of repair and assist in quantifying the amount of reduction achievable in this area.

### **3.4 Wastewater Treatment Plants**

The Greytown, Martinborough and Featherston wastewater treatment plants operated routinely over the period. Normal monitoring for flow and compliance reporting continued throughout the period.

### **3.5 Wastewater Reticulation**

There were two reported pipeline blockages during the period.

The flow data has been analysed following on from the Featherston groundwater infiltration investigation completed late last year. The section of network which has the highest infiltration levels has been identified. Intergroup have now started cleaning the mains, and will start the CCTV work in the week of 14 April. This work is expected to be completed near the end of April.

## **4. Storm Water Drainage**

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

## 4.1 Key Performance Indicators

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

## 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

95% of complaints received are dealt with the same day or within 24 hours

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

### 5.2 Waste Management

A review of the installation of dual bins in public areas was discussed. These had not been successful in QE2 Park due to contamination/abuse and had high cost of installation and contamination as issues.

Waste Levy audit on the 17 March was very successful with good accountability and systems to track expenditure. In future this grant funding must be seen to be spent on appropriate things i.e. recycle bins and have appropriate analysis such as whole of life project costing.

Greytown transfer station has been identified as expensive to run. Also complaints received range from traffic, road width, cues and being a very busy site. A suggested review of location and possible options as this site is now located next to a new sub division and town needs are changing. CDC commented on costs to Carterton rate payers if Greytown was to close and the possibility this may happen under a merger of councils.

Greytown site may have potential wet/smell issues over winter due to cycle trail and subdivision interference with soak/drainage

New Vehicles will be arriving for the contract in July. Earthcare will arrange advertising when new kerbside truck arrives about July. Older vehicles are still in use for excess/maintenance coverage.

Earthcare will update the Earthcare brochure and send to Kara in Martinborough before the next meeting for review.

### 5.2.1. Paint recycling contract

3R Paint Collection contract has been signed by Masterton Council. The agreement is very complex due to hazardous goods. It was agreed Carterton and South Wairarapa councils will sign their own contracts and separate billing under the same contract.

## 6. Land Transport

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

### 6.1 Key Performance Indicators

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

### 6.2 Roading Maintenance – Oldfield Asphalts

Inspections have taken place on several unsealed roads and road maintenance methods will be discussed with the contractor. While unsealed roads should be treated and driven on as such there are areas that can be improved via changes in methodology and frequency's.



The recent rains have caused a lot of minor slips and drop-outs as well as localized flooding. Council will be seeking extra funding via NZTA to cover this.

### 6.3 Tenders for Contracts

The New Roads maintenance contract has closed and has been evaluated by all three councils. The final report will be put to council in the coming weeks showing the outcome and costs for the next three years.

Other related tenders are currently the shared services footpath contract with CDC and the Street-lighting contract with all three Wairarapa councils.

## 7. Amenities

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

### 7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Users satisfied with parks and reserves	90%	95%	NRB Survey 2013
Ratepayers and residents are satisfied with Council playgrounds	75%	94%	NRB Survey 2013
Council playground equipment that meets national standards	95%		
Council pools comply with NZ swimming pool water testing standards	95%	84%	High HPC levels in Featherston main pool, Greytown learners and main pools, Martinborough learners pool
Ratepayers and residents satisfaction with Council swimming pools	70%	78%	NRB Survey 2013
Occupancy of pensioner housing	97%	98%	Pensioner housing records
Ratepayers and residents satisfied with town halls use	77%	84%	NRB Survey 2013
Ratepayers and residents satisfied with public toilet facilities	60%	95%	NRB Survey 2013
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library	5 per library	Library records
Ratepayers and residents satisfied with libraries	97%	87%	NRB Survey 2013

### 7.2 Graffiti

**Table 1 – Graffiti Strikes March 2014**

TOWN	STRIKES ON SWDC PROPERTY	STRIKES – OTHER PROPERTY	TOTAL STRIKES	LOCATION
Featherston	29 (amended 23 April 2014)	0	29	2 x strikes on road outside 65 Watt St, 5 x strikes Public Toilets, 17 x strikes swimming pool changing rooms (men's and women's), 2 x strikes back of Library shed, 3 x strikes cnr Watt & Fox St on walkway entrance



TOWN	STRIKES ON SWDC PROPERTY	STRIKES – OTHER PROPERTY	TOTAL STRIKES	LOCATION
Greytown	8	0	8	8 x Strikes Stella Bull Park building
Martinborough	0	0	0	
Rural and coastal	11	1	12	1 x strike Cape Palliser light house, 11 x strikes (10 reported 10/3 and 1 reported 4/3) 'Welcome to Featherston' sign at top of Rimutakas

**Table 2 – Graffiti Strikes July 2013 – March 2014**

TOWN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
Featherston	5	1	1	50	44	12	10	3	29	<b>155</b>
Greytown	0	0	1	0	0	0	0	1	8	<b>10</b>
Martinborough	0	0	2	3	0	0	9	0	0	<b>14</b>
Rural and coastal									12	<b>12</b>
<b>TOTAL</b>	<b>5</b>	<b>1</b>	<b>4</b>	<b>53</b>	<b>44</b>	<b>12</b>	<b>19</b>	<b>4</b>	<b>49</b>	<b>191</b>

### **7.3 Non-Graffiti Vandalism**

**Table 3 – Vandalism Strikes March 2014**

TOWN	STRIKES ON SWDC PROPERTY	STRIKES – OTHER PROPERTY	TOTAL STRIKES	LOCATION
Featherston	4	0	4	1 x bench seat at Featherston Library, 1 x rubbish bin lid at skate park, 2 x fence palings kicked in at Featherston Library.
Greytown	0	0	0	
Martinborough	0	0	0	

**Table 4 – Vandalism Strikes Jan 2014 – March 2014**

TOWN	JAN	FEB	MAR	APRIL	MAY	JUN	TOTAL
Featherston	14	9	4				27
Greytown	2	0	0				2
Martinborough	3	0	0				3
Rural and coastal	0	0	0				0
<b>TOTAL</b>	<b>19</b>	<b>9</b>	<b>4</b>				<b>32</b>

## **7.4 Playgrounds**

We are sourcing replacements for two pieces of equipment at Martinborough (slide and carousel). If these are not required in the new playground created in the Town Hall development, they will be available for relocation to other South Wairarapa playgrounds.

## **7.5 Sports fields and facilities**

The regular meeting of Soldiers' Memorial Park users is scheduled for Monday 14 April.

## **7.6 Pensioner housing**

There has been no movement in the flats. Six monthly flat inspections were carried out on the 24<sup>th</sup> and 27<sup>th</sup> of March, and all residents seem very settled. The waitlist is currently seven people for Martinborough, five for Greytown and ten for Featherston. There has been a noticeable increase in enquiries about community housing and in the last month four application forms have been sent out. A full condition assessment of all flats will be carried out by Opus in the next few months.

## **7.7 Parks and Reserves**

### **7.7.1 Greytown**

Greytown's off-leash dog park at the end of Cotter Street is almost complete, and we are just waiting for the Lions to add the finishing touches. Local dog agility enthusiasts have shown interest in providing some agility equipment at the park.

## **7.8 Toilets**

### **7.8.1 South coast**

Planning is underway for a replacement to the current "long-drop" toilet at the Ngawi surf break. The proposal is going to the May meeting of the Maori Standing Committee for approval.

## **7.9 Properties**

### **7.9.1 Featherston**

The Amenities Manager will meet with Featherston councillors and Featherston Community Board later this month to present the condition reports and programme for the Anzac Hall works.

### **7.9.2 Greytown**

The Old Library in Stella Bull Park is listed with Property Brokers and is currently being advertised as available for lease. There have been three or four enquiries but no proposals have yet been received. Meanwhile the building continues to attract short-term hires, particularly as retail space over weekends.

## **7.10 Cemeteries**

### **7.10.1 Featherston**

There were two burials in March. Work is underway on the construction of the third ashes wall.



### **7.10.2 Greytown**

There was one burial in March. The first public in-ground ashes beam has been installed at Greytown Cemetery. There are already three plots reserved, with one interment pending.



### 7.10.3 Martinborough

There were two burials in March.

### 7.11 Swimming Pools

This season finished on 16 March 2014. February & March statistics are provided in tables 5 & 6 below.

**Table 5 – Public opening hours, swimmer numbers for all pools February**

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

**Table 6 – Public opening hours, swimmer numbers for all pools 1–16 March**

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

**Table 7 - 2013/2014 Swimmer numbers**

	Greytown	Featherston	Martinborough	TOTAL
December (incl 30 Nov)	948	768	1043	2759
January	1630	643	1508	3781
February	1387	342	912	2641
March	238	58	262	558
TOTAL	4203	1811	3725	<b>9739</b>

Attendance numbers for the 2013/14 season are down overall on the 2012/13 season, dropping from 12,470 swimmers to 9739 – a difference of 2731 swimmers. Greytown Pool swimmer numbers were down by 13%, Featherston by 40% and Martinborough by 19%. This has had a flow-on effect on revenue, down from \$24,665.00 for the 2012/13 season to \$16,899.30 for the 2013/14 season – a difference of \$7,765.70 which is a 31% reduction.

Featherston pool swimmer numbers were lower than Greytown and Martinborough in both the 2012/2013 and 2013/14 swim seasons.

Officers are looking at strategies to increase swimmer numbers at the pools for the 2014/15 swim season. When the next two inflatable toys are

purchased and getting moved around the pools, these will be a great incentive. Officers are also looking into running learn to swim classes at all three pools during the summer school holiday period.

### **7.12 Campgrounds**

The lessees of the Greytown Campground, Neil and Ann Smith, are surrendering the lease at the end of April due to Neil's ill-health. A temporary campground manager will be appointed while a new leasing process is undertaken.

## **8. Civil Defence and Emergency Management**

Due to the current events having been isolated within the council boundary the Wairarapa CDEM had not been utilised.

Council is currently reviewing the new Civil defence plan and a report will come to council for any confirmation of structures and roles.

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

### **8.1 Key Performance Indicators**

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

## **9. Libraries**

**9.1** Recruitment is underway to fill two vacant Library Assistant positions and to increase the pool of casuals. Interviews will be held before Easter.

### **Statistics all Libraries**

See Appendix 3 for issues and transactions statistics.

## **10. Appendices**

Appendix 1 - Monthly Water Usage

Appendix 2 – Waste Exported to Bonny Glen

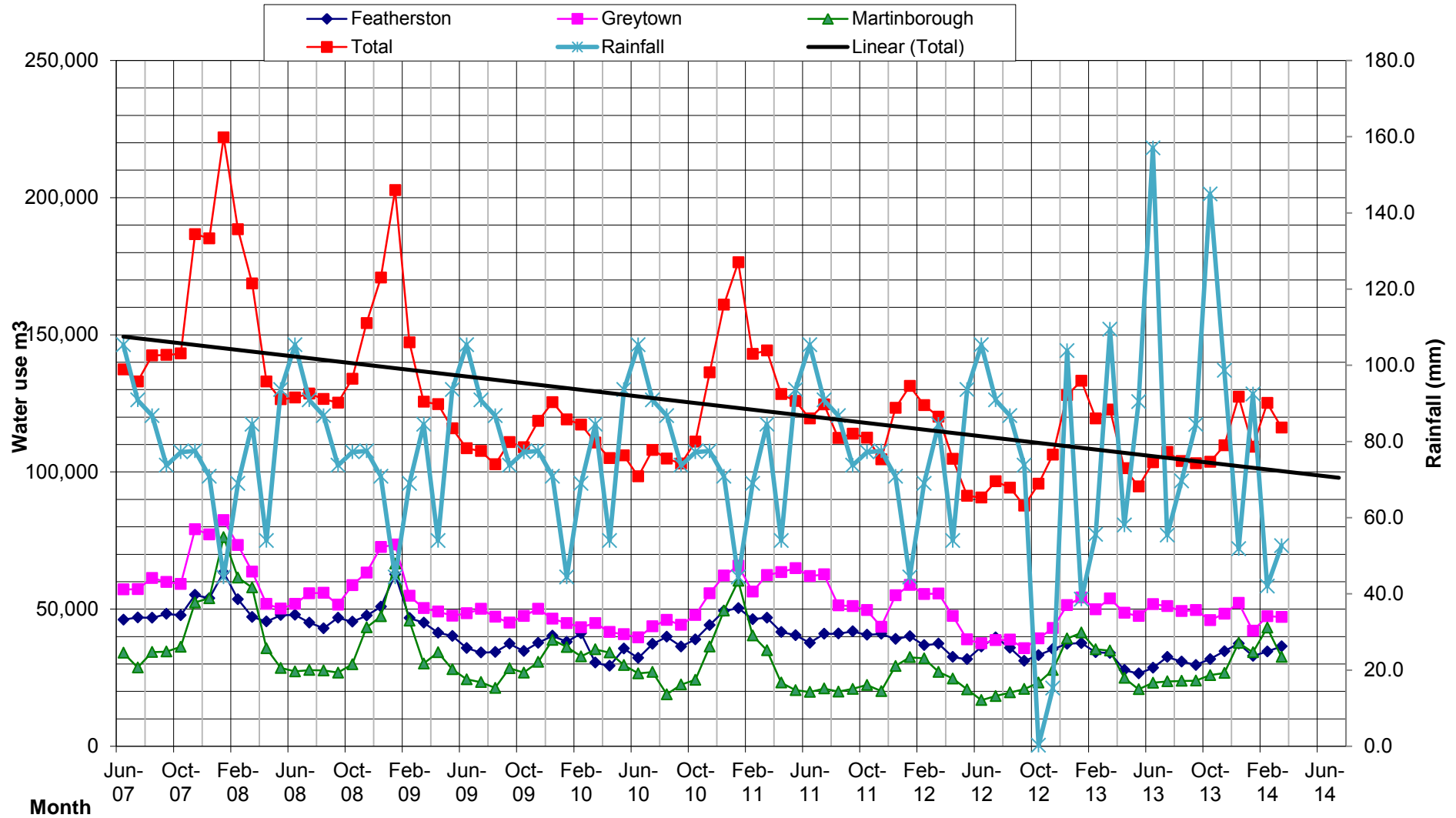
Appendix 3 – Library Statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed By: Paul Crimp, Chief Executive

# **Appendix 1 – Monthly Water Usage**

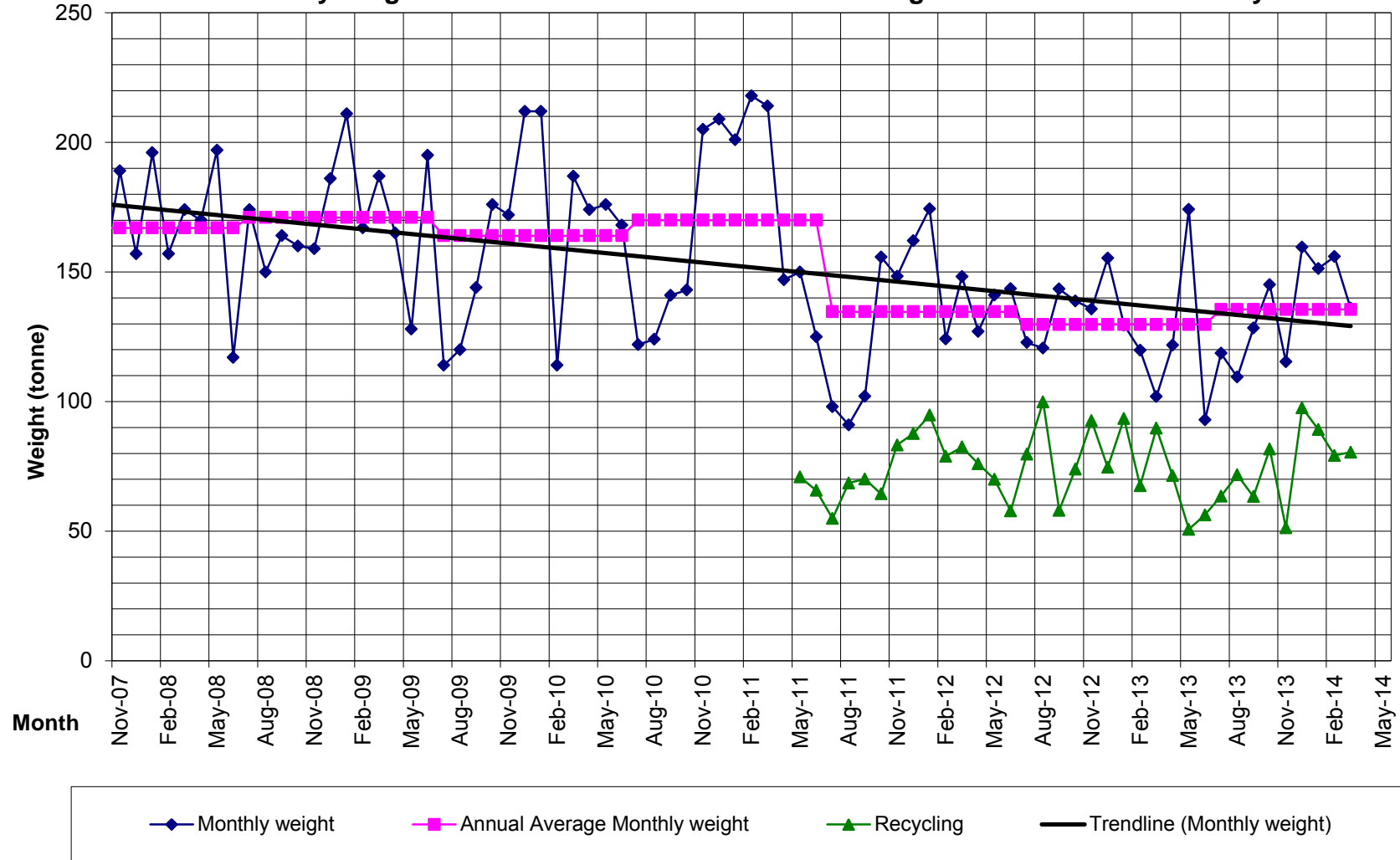
### Water use South Wairarapa District Council



# **Appendix 2 – Waste Exported to Bonny Glen**

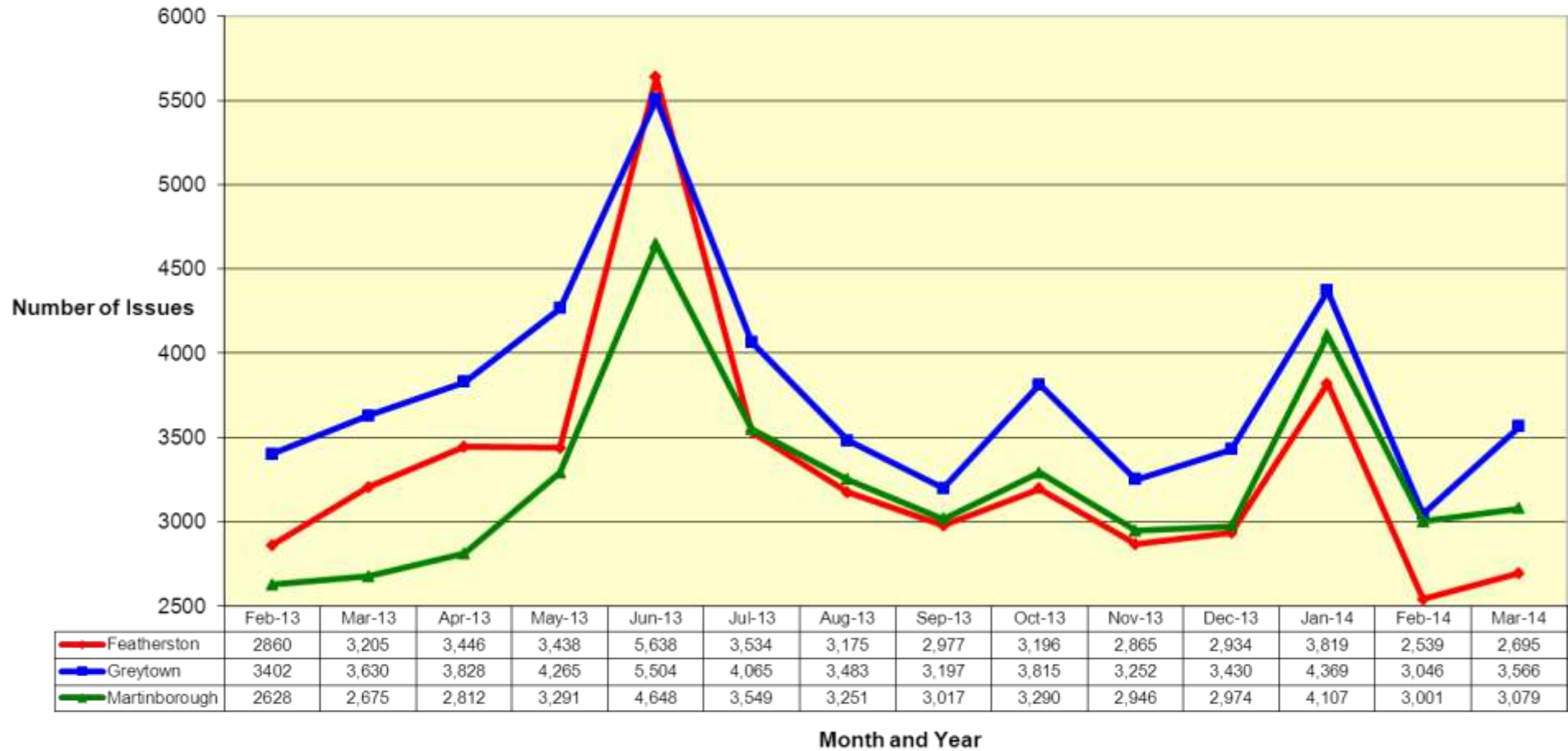


Monthly weight of waste transferred from Martinborough transfer station to Bonny Glen



# **Appendix 3 – Library Statistics**

### Issues to March 2014



# CHIEF EXECUTIVE OFFICER REPORT

---

## 1. Executive Summary

The period since the last meeting has been dominated by the preparation and finalisation of the Draft Annual Report, which was adopted on 9 April and will be issued for public consultation on 16 April.

A very useful meeting was held with interested parties at the Papawai Marae regarding the Greytown Wastewater consent. This included a walk around and explanation of the proposed site for the screening and UV plant.

The other matter occupying time is the Martinborough Town Hall project, with various meetings, including the very positive “town hall” meeting.

As discussed in the previous report, we are aligning the report structure to more closely align with our annual plans.

Finally, we were successful in the prosecution of a (multiple) dog owner for a breach of the micro chipping of dogs legislation. We are hoping to recover as much of the costs as we can but in general the Courts don’t award full recovery. This is another case of local authorities expending a lot of time, energy, and money to enforce a central government initiative. Thanks to Murray, Bronwyn, and Andrew for the professional manner in which they progressed this issue.

## 2. Governance/Leadership/Advocacy

*The following table provides the year to date results for KPI’s set for the Governance output*

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

### 2.1 Local Government Commission/Governance Review

The Local Government Commission (the Commission) continues its background work.

The Commission signalled the preferred option would be announced mid-March in its latest newsletter, and a few days later we were informally advised that the date had been pushed out to late April/early May.

This reporting date has now been pushed back until late May /early June.

Councillors will be updated as new information comes to hand.

### **3. Strategic Planning and Policy Development**

#### **3.1 Meetings**

##### **3.1.1. Civil Defence**

Discussions are ongoing with WREMO regarding the updated "concept of operations".

While there is a lot of focus on preparing for "declared events, the majority of incidents in the Wairarapa are localised impacting one or two local authorities.

This initiative will be useful in providing more resource to the local controllers in the event of an emergency.

##### **3.1.2. TOI Wairarapa**

Funding was set aside this year to review whether the existing charter is effective.

There appears to be some consensus that generally the charter is still current and that the best way forward will be to carry out a survey to ascertain the effectiveness of Toi Wairarapa.

While we have not received a formal request, there was comment at the combined council forum about diverting these funds into operations.

##### **3.1.3. Wellington Mayoral Forum**

Key matters from this forum that may impact the Wairarapa included ratifying the triennial agreement, and a presentation regarding the restructuring of the Wellington basin tourism and development agencies.

##### **3.1.4. Combined Council**

An interesting agenda which provided an update on many of the GWRC issues.

The rail system attracted a lot of commentary and issues and idiosyncrasies impacting the Wairarapa line were outlined. It seems that there are only small incremental steps that can be taken to improve "on time performance" – each of these is relatively expensive given the relative volumes and number of services.

### **3.1.5. Chief Executives Forum**

An update on the progress of the FAR review was provided by NZTA representatives. Of particular relevance was that NZTA have recognised the impact of taking special purpose roads back into the normal funding regime, and are looking further at the options with regard to this road classification.

Attached as appendix 1 is the latest combined Wairarapa submission to the FAR review.

Reliability of electricity services was discussed and it seems that it doesn't matter whether you live in a large metro area or small urban environment outages are an issue!!

An update from Kiwirail on the performance of the network was provided, which included some discussion around the Wairarapa line and the various factors impacting the service, however as mentioned above little positive news in addressing the main issues.

Attached as appendix 2 is a copy of the January summary for information.

### **3.2 Legislation**

We continue to work toward implementation of the various legislation changes that have been, or are about to be made.

## **4. Monitoring and Reporting**

### **4.1 Rates Arrears**

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALLMENT DUE	SWDC COMPONENT \$'000 (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773

9 ratepayer accounts have been referred to our lawyers for an initial letter. If there is not response to these initial letters formal legal action will

commence. The cost of this formal legal; action is recovered from the ratepayer.

A further 45 demands have been made to organisations who have an interest in properties that are in arrears. This is mainly banking institutions.

## **4.2 Annual Plan/Annual Report**

The 2014/15 draft Annual Plan was adopted for public consultation on 9 April 2014.

The draft includes a proposed rates increase of 3.48% which is 1.04% above that included in the 2012/22 LTP for the 2014/15 year. This increase is driven by the purchase of land for the disposal of treated wastewater at Papawai (1.01%) and the proposed commencement of seal extension (1.04%).

The matters under consideration included in the draft plan are open for public consultation from 16 April until 19 May.

## **5. Corporate**

### **5.1 Staffing**

We are currently recruiting for the role vacated by JP Irwin. There has not been a lot of interest so far and we are exploring all our options to ensure the requirements of this role are covered.

### **5.2 Occupational Health and Safety**

There were no incidents reported since the last Council meeting.

As reported at the previous Council meeting, there has been a change in legislation signaled which will come into effect mid/late this year.

This is a significant change in direction with more liability placed on organisations, and this flows through to contractors working for those organisations.

As more information comes to hand we will brief Council.

### **5.3 Insurance Review**

LGNZ commissioned a review of the Local Government insurance market, the author (Craig Stobo) arrived at three recommendations –summarised:

- Encourage councils to spend more on risk profiling, risk management, and risk mitigation
- Create a Local Authority owned agency, not an insurance provider (like Civic), but to get the best deals in the market
- Rearrange the 60/40 split between LA's and the Government – change to self-insurance, commercial insurance, and taxpayer support.

This is a complex issue and I will keep members updated as progress is made.

LGNZ are contemplating their next steps regarding this review.

#### 5.4 LGOIMA Requests

DATE	REQUEST MADE BY	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
20 February	Chris Faafoi MP	Numbers of paid public notices placed in financial year 2012/13.	82 Notices @cost of \$20,076.54
17 March	Ratepayer, Greytown	Requesting papers relating to establishment of a new site for clay target shooting on Moroa Road.	All documents requested sent.
17 March	Ratepayer, Greytown	Requesting papers relating to Council approval of widening of the Moroa water race into a private pond	All documents requested sent.
17 March	Neil Mongomerie-Crowe	Seeking details of expenditure on floral planting in towns of South Wairarapa.	
28 March	Phil Twyford MP	Rateable values on properties in South Wairarapa	Information supplied direct to requestor by Rateable Value.

## 6. Appendices

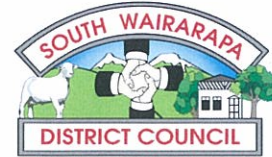
Appendix 1 – Wairarapa Combined FAR Review Submission

Appendix 2 – Tranz Metro Summary for January

Contact Officer: Paul Crimp, Chief Executive Officer



# **Appendix 1 – Wairarapa Combined FAR Review Submission**



C/- Masterton District Council  
P O Box 444  
Masterton 5840

28<sup>th</sup> March 2014

New Zealand Transport Agency  
50 Victoria Street  
Private Bag 6995  
Wellington 6141

Attention: Claire Sinnet

Dear Madam

Masterton District Council, Carterton District Council and South Wairarapa District Council have the following comments to make regarding the proposed changes to the Funding Assistance Rate (FAR) outlined in the Options Discussion Document.

1. The Councils believe the overall NLTF co-investment rate should be maintained at its current level of 53%. Reducing this level increases the funding required from ratepayers instead of from income collected directly from road transport system users, without any policy justification.
2. The Councils supports the low wealth, high capital value criteria as the best method for providing additional FAR assistance to Councils currently facing the biggest funding challenges; i.e. option 2 or option 3.
3. The current proposal is for 5% incremental bands to be used for increasing the targeted assistance rate to qualifying Councils depending on their ranking. The Councils propose that variable rates, or 1% incremental bands be used, similar to the existing FAR regime. 1% incremental bands minimise the impacts on Council's funding sources (which have to be determined in the 3 yearly Long Term Plans) that will inevitably arise from future reviews changing Council rankings due to the changing circumstances. The ability to modify the FAR's rate to reflect changing circumstances with minimal rates funding impact is believed to be a key reason that the current system has been as stable as it has to date.
4. The Councils propose that 33% (compared to the proposed 25%) of Councils would be a better break point for increased funding assistance, especially if a variable funding weighting was adopted ( see point 3 above).
5. The Councils propose that the FAR rate transition period for general funding be set at a maximum of 2% rate funding impact. For example a 5% FAR reduction will have an 8% increase on the Masterton rural rates budget requirement. This means a 4 year transition period is required to achieve a 2% transition criteria.

6. The loss of the Special Purpose Road (SPR) status for South Wairarapa District Council (SWDC) will have a significant financial implication. To illustrate, SWDC spent \$312K in 2011/12 and \$584K in 2012/13 on the SPR, so the loss of subsidy will result in an immediate rates impact (assuming a 50% subsidy rate) of \$156K and \$292K. In percentage terms this will result in a rates increase across the district of 1.41% and 2.64% respectively. In addition, this road is adjacent to the sea for much of its length and vulnerable to washout and erosion. The last major storm cost in the order of \$1M to repair, the majority of this on a short 20m section of road. For this reason, the emergency rate should be as high as practicable – the rate impact (again at 50% subsidy) of this would be 4.52% for this single event.
7. The Councils agree with the proposal that the maintenance rate for special purpose roads should be set at the TA's standard FAR rate. However, the FAR review needs to clearly state in the policy's emergency works funding criteria that sea erosion is included in a statement of principle and that it is not linked to any annual return criteria.
8. The Councils propose that the transition period for changes to the Special Purpose Roads funding assistance be set to allow for a 5 year transition window. This is necessary to allow affected councils to plan for the significant funding impact this policy change produces.
9. The Councils support the emergency works criteria of 20% additional funding on top of the base rate, but are concerned that in the event of rare extreme events that cause significant and widespread damage, small councils will not be able to fund the gap. It is recommended that the FAR policy needs to clearly state in the scope and purpose of targeted enhanced funding that assistance (up to 95% funding) will be made available for small Councils when significant extreme events occur for both overall network reinstatement and for roads that were previously identified as special purpose.
10. The Councils propose that given the significant impacts the proposed policy change will produce, the FAR policy be reviewed again in 6 years to confirm that objectives and outcomes have been achieved.

Regards



Mayor Ron Mark  
Carterton District



Mayor Lyn Patterson  
Masterton District



Mayor Adrienne Staples  
South Wairarapa District

# **Appendix 2 – Tranz Metro Summary for January**



# Road and Rail Meeting of CE Forum

Upper Hutt Council Rooms, 11 April 2014

David Shepherd, Planning and Performance Manager

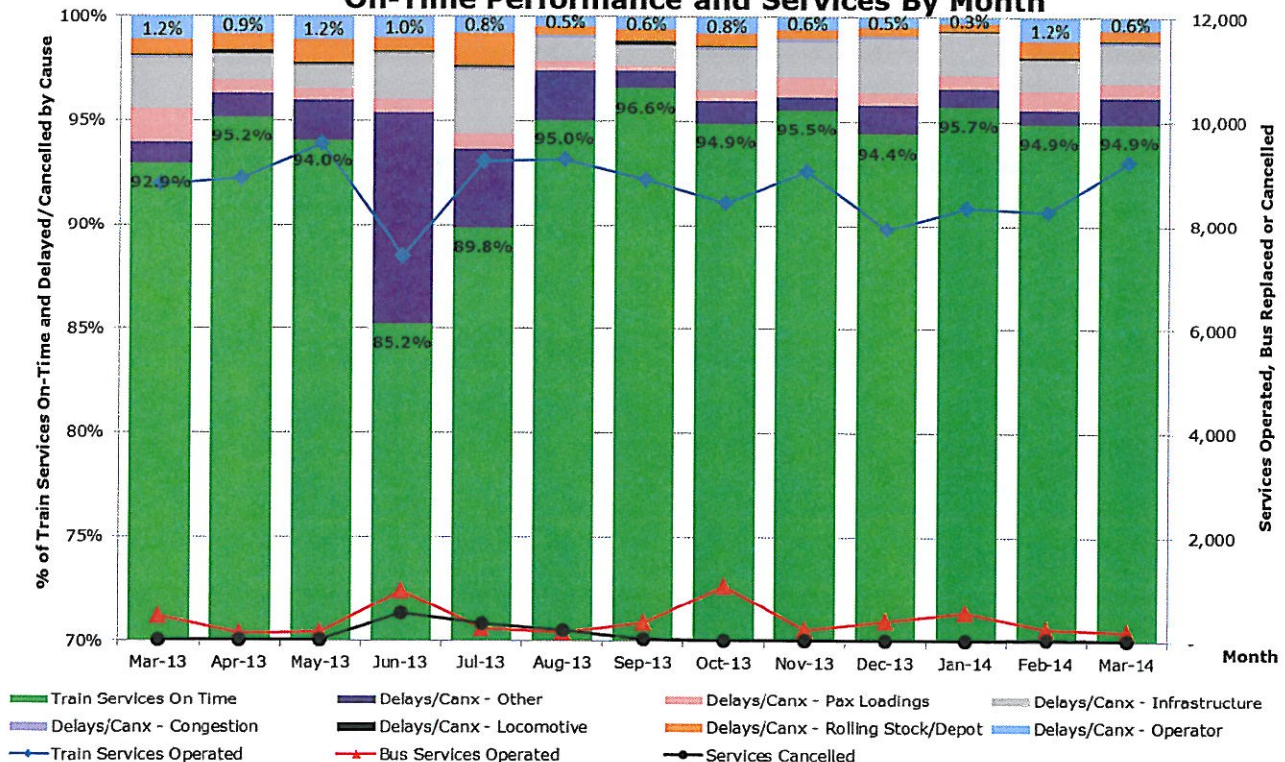
## Tranz Metro Summary for January

### On-time performance

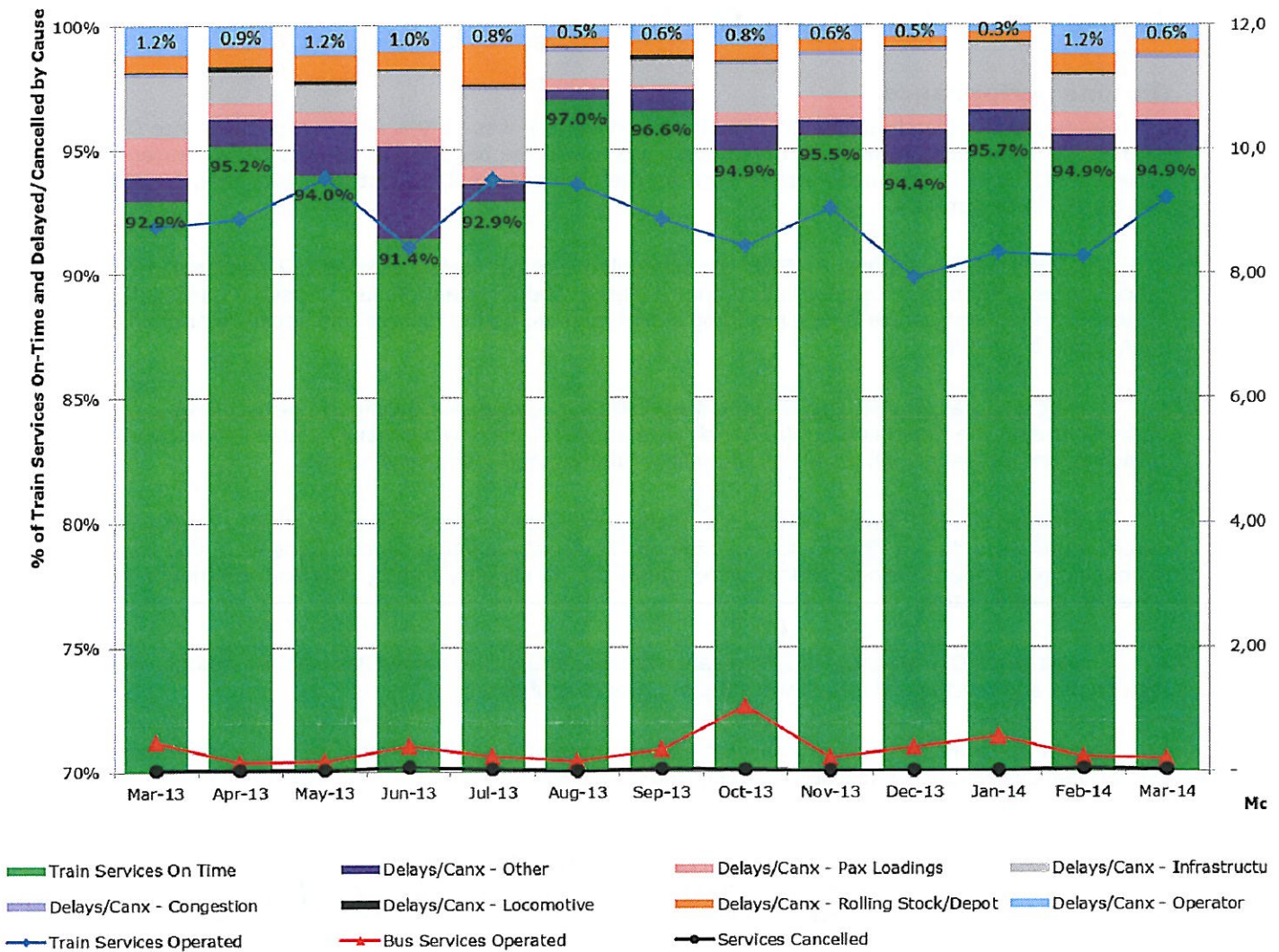
OTP was 94.9% for March across all lines. Peak service OTP was 92.0% and Non-peak service OTP was 97.0%. The Hutt line had the least disruption and showed the best OTP of 97.4%. The Wairarapa line achieved 81.8% OTP, continued improving from the previous months (71.6% in February, 70.5% in January, and 60.3% in December).

- Kapiti OTP was 93.9%. 0.4% of the scheduled services were cancelled (12 services). 11 cancellations related to the signal failure on 3rd March, and a Matangi failure caused 1 cancellation. Network worksites and infrastructure issues including signal failures, points failures and speed restrictions were the main cause of delays.
- Hutt OTP was 97.4%. 0.1% of the scheduled services were cancelled (2 services) as a result of the signal failure on the Kapiti line on 3rd March (see above). Delays were mainly caused by network infrastructure issues including signals and points failures, and mechanical issues.
- Johnsonville OTP was 93.2%. 0.5% of the scheduled services were cancelled (12 services). 8 of the cancellations were due to slippery track conditions and the remaining cancellations were due to operational issues and passenger loadings. Delays were mainly due to slippery tracks; dew and the friction modifier were the causes of this.
- Wairarapa OTP was 81.8%. Zero cancellations during the month. Passenger loadings, speed / heat restrictions and mechanical issues were the main causes of delays.
- Overall Network Delays and Cancellations accounted for 35.3% of total service disruptions, and Operational Delays and Cancellations accounted for 11.6%.

Tranz Metro Wellington  
On-Time Performance and Services By Month



## Tranz Metro Wellington On-Time Performance and Services By Month (normalised)



Note: Impacts from June storm and July August earthquakes, have been normalised in the graph above.



## Customer satisfaction

Tranz Metro received 138 complaints during March or an average of 5 per day.

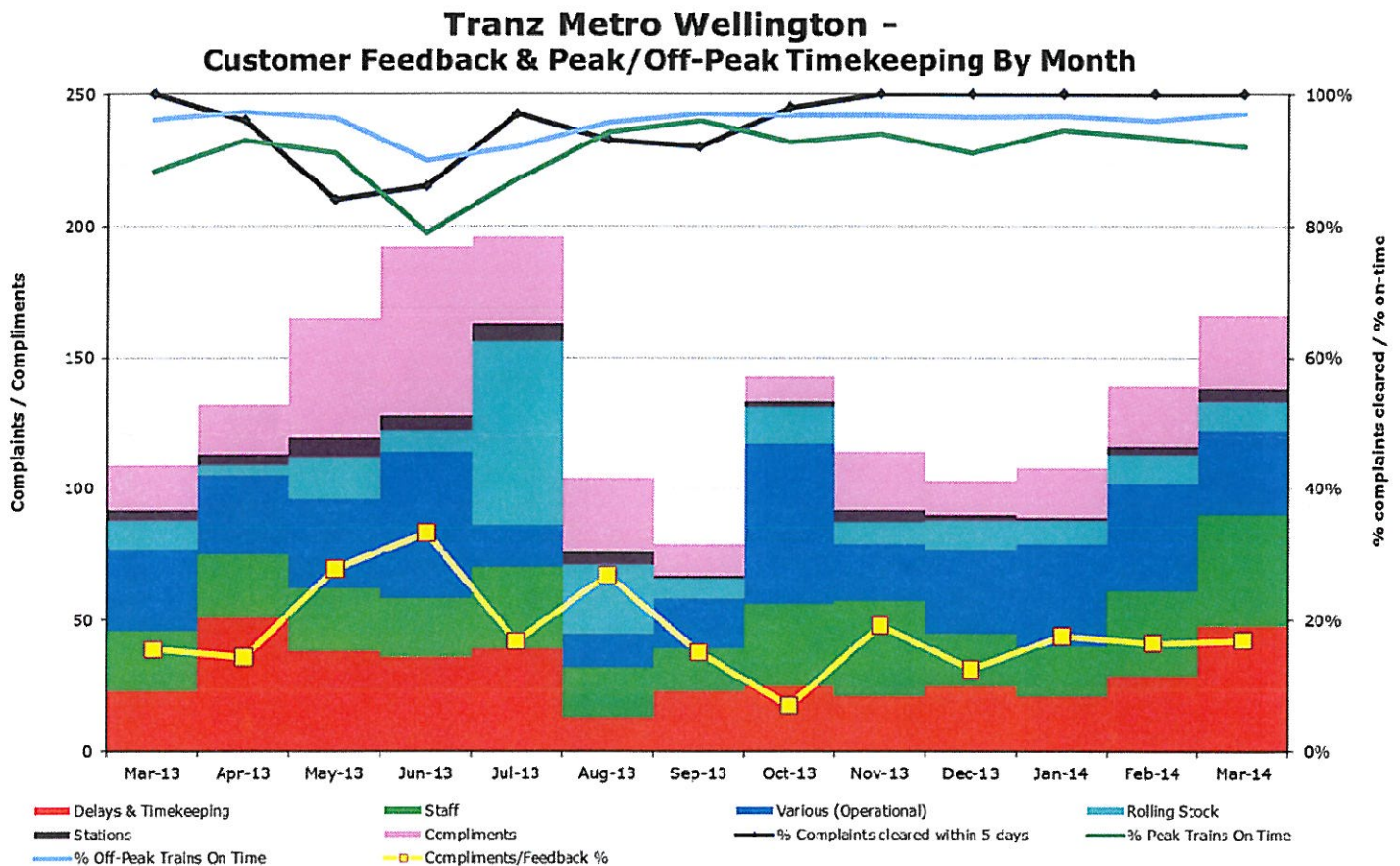
Timekeeping complaints were the majority of the total complaints at 35% of total complaints received. 50% related to late arrivals or departure (24 complaints); 23% related to failing to uplift passengers (11 complaints); and 21% related to failing to run (10 complaints).

Staff complaints were 30% of total complaints received. 38% of the staff complaints related to passenger interaction (16 complaints), and 33% of them related to ticketing (14 complaints).

Operational complaints were 23% of the total complaints received. 31% related to bus replacements (10 complaints). 28% related to the text services (9 complaints).

28 compliments were received throughout the month. 23 of them related to staff interactions with passengers.

During March 2014 compliments made up 17% of total feedback received.



# MARTINBOROUGH COMMUNITY BOARD

12 MAY 2014

---

## CHAIRPERSON'S REPORT

---

### 1. Communications

#### 1.1 Facebook:

We posted extensively during the recent road closure over the public holiday weekend. Over this period we gained another 30 'likers', indicative that this type of useful, up to the minute, content is appreciated by our community.

#### 1.2 Web Page:

We now have a page active on the SWDC website. Our 3 year plan is featured and the Strategic Grant Application Form will hopefully be added by the date of this meeting. Thanks to Suzanne Clark for putting this together for us.

<http://www.swdc.govt.nz/martinborough-community-board-9>

### 2. Meetings

#### 2.1 SWDC presentation 23<sup>rd</sup> April

I attended the recent Council meeting to present our 3 year plan and discussed how this focus is feeding into our budgeting and Strategic Grants Policy. The plan was very favourably received and a number of Councillors expressed their confidence in our work. Councillor Olds asked whether our financial contribution to the Martinborough Community Centre project would prevent us from carrying on our other commitments. I explained that as our contribution was made from funds that had been carried forward from previous years there would be no impact on our other priorities.

#### 2.2 Conor Kershaw (Martinborough Business Association) and Sue McCleary (Olive Festival) 22<sup>nd</sup> April

We discussed the best way to improve lighting in the Square for the Olive Festival and other users. It appears that there is little information available to users regarding the power supply and underground infrastructure.

It also appears that some improvement to the power supply may be necessary before more permanent lighting solutions can be implemented.



*Recommendation:*

*That Lisa continue to work with Council, Martinborough Business Association, Rotary and other interested parties to gather full information on the current services in the Square and to see how Martinborough Community Board can work with SWDC to assist potential users to make the most of this town asset, including the provision of lighting.*

### **3. Policy**

#### **3.1 Strategic Grants**

This policy has been finalised and the application form revised. The application form will be added to our web page on the SWDC website shortly.

#### **3.2 Town Centre Beautification Fund**

I have been advised that SWDC has set aside \$10,300 in this fund to be spent on the Martinborough Town Centre. A similar sum has been included in the 2014/2015 Annual Plan. The intent is for capital expenditure to improve the town centre.

*Recommendation:*

*That MCB members discuss priorities for this fund with the aim of allocating the expenditure at the 23<sup>rd</sup> June MCB meeting.*

### **4. Looking Ahead**

I will be meeting with the Greytown and Featherston Community Board Chairs on the 19<sup>th</sup> May 2014.

### **5. Budget**

Thanks to Kyra for reviewing and reallocating Community Board expenses for the 2013/2014 year.

The latest budget for this year follows.

## MCB Budget to June 2014

	Budget
<b>INCOME</b>	<b>\$</b>
Balance 1 July 2013	40,695.43
Annual Plan	20,959.00
<b>TOTAL INCOME</b>	<b>61,654.43</b>
<b>EXPENDITURE</b>	
<b>Members Salaries</b>	<b>10,005.00</b>
<b>General Expenses</b>	
New Member Training Expenses	161.50
Conferences and Meetings	1,120.58
Community Board Levies	166.68
Other	31.80
<b>Total General Expenses</b>	<b>1,480.56</b>
<b>Strategic Objectives</b>	
<b>Martinborough Town Hall &amp; Town Centre Precinct</b>	
Town Hall & Community Centre Bronze Donor	25,000.00
Square Lighting	1,000.00
<b>Our Young People</b>	
Youth Forum	150.00
School Holiday Swims	200.00
School Holiday Programme Transport	0.00
<b>Sense of Community</b>	
Martinborough Banners for Jellicoe & Kitchener	2,500.00
<b>Pedestrian &amp; Cycle Friendly</b>	
Vineyard Walkway	0.00
<b>Community Assets</b>	
Parks & Reserves - Considine Park Bench	400.00
Martinborough Pool	0.00
Playground	0.00
Library	0.00
Other	0.00
<b>TOTAL STRATEGIC OBJECTIVES</b>	<b>29,250.00</b>
<b>Financial Assistance</b>	
Martinborough Squash Club	1,000.00
Museum Grant	3,000.00
Matherapa	200.00
Kokomai	500.00
Anglican Parish, extra-curricular programmes	433.49
Bus to Waigrown	500.00
Tora Picnic Table	766.00
Grant applications (close June)	0.00
<b>Total Financial Assistance</b>	<b>6,399.49</b>
<b>TOTAL EXPENDITURE</b>	<b>47,135.05</b>
<b>BUDGETTED SURPLUS/(DEFICIT)</b>	<b>14,519.38</b>
<b>TOTAL COMMITMENTS</b>	<b>0</b>
<b>CARRY FORWARD</b>	<b>14,519.38</b>

## **Martinborough Community Board**

### **Project: Establishment of a Youth Forum in Martinborough**

**MCB Representative:** Adi McMaster

**Steering Group:** Zoe Sinclair, Deborah Davidson - South Wairarapa Safer Communities Council (SWSCC)

#### **Background:**

MCB has identified our young people as a priority area in the current three year plan, with a stated aim of promoting positive youth development and provision of appropriate recreational facilities.

The Town Hall and Community Centre project is a key opportunity to engage younger people to ensure that the new community hub meets their needs.

A separate application is in for funding from the Youth Development Partnership Fund for the Tuhoromata project with the stated aim of developing a sustainable youth-driven mentoring programme, the Youth Forum would be integral to this project but also has a wider potential role in the Martinborough community.

Both the Youth Forum and Tuhoromata will build on the Discovery for Teens programme. The Martinborough Youth Trust (led by Sue Sullivan and Pat Church) has funded the attendance of 57 of our young people through Discovery for Teens.

#### **Youth Forum Objectives:**

- To give young people a voice and to encourage youth involvement in the Martinborough Ward community.
- To build on youth leadership skills with positive mentoring.
- To provide those involved in community projects with a way to engage with young people.
- To have a representative on the Wairarapa Youth Council

#### **Project Budget:**

2013/14 Financial Year: up to \$250 for meeting refreshments.

2014/15 Financial Year: Adi to confirm ongoing budget requirements by 15<sup>th</sup> July 2014 for inclusion in the budget to be approved at the MCB meeting on 4<sup>th</sup> August 2014.

#### **2014 – Desired Outcomes**

- A forum run by youth, for youth which meets regularly (at least monthly) and has a minimum of 9 active members of mixed ages and abilities.
- Youth forum input into the Martinborough Community Centre project.

**From:** May Croft [mailto:mcroftnz@xtra.co.nz]  
**Sent:** Friday, 2 May 2014 7:37 a.m.  
**To:** Suzanne Clark - Committee Secretary  
**Subject:** RE: Financial Assistance

Dear Suzanne,

Please pass our apologies on to the Community Board that we hadn't responded to your letter of 11<sup>th</sup> December granting us \$433.48 for piano lesson resources.

Unfortunately your original letter was filed (an administration blunder!) and we had wrongly assumed our application had been unsuccessful.

Thank you for your reminder of the 24<sup>th</sup> April which has spurred us into action.

Thanks you for the grant. Vicki Jones who leads the music programme will be thrilled.  
A GST invoice is on its way.

Every blessing  
May

Archdeacon May Croft  
Vicar of the Parish of South Wairarapa.

Dear Community Board Members,

### MARTINBOROUGH TOWN HALL AND COMMUNITY CENTRE

On behalf of the Martinborough Town Hall Committee, thank you very much for your support. Your pledged donation will not only directly help to make our Town Hall and Community Centre redevelopment a reality, but will also assist in our discussions with public funders to secure their support.

#### ***What happens from here?***

South Wairarapa District Council will consider their support for the project as part of the 2014/2015 Annual Plan process. All going well, project design and fundraising will be further progressed from mid-2014 to mid-2015, and we hope to be in a position to tender and undertake construction from mid-2015 to mid-2016.

Also, once the project is approved as part of the Council's Annual Plan, we will be setting up a charitable trust, which will be responsible for receiving all donated funds. We do not want to ask any donors to make payment until the project is fully over the line, and it is likely first year payments will be requested in early 2015. Please note, the charitable trust will enable all donations to be tax deductible.

Thank you again for your support – without the generosity of our local community we could simply not achieve our new Town Hall and Community Centre. To keep you fully informed, we will be running a regular update in the Martinborough Star, and will also keep donors informed through e-newsletters.

If you have any queries at any stage, please do not hesitate to contact either myself (027 612 0659) or Vicky Read (027 227 1252 ).

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Max Stevens'.

Max Stevens  
Chairman  
Martinborough Town Hall Working Group

for

P.O. Box 463  
Masterton  
Ph: 06 3700400  
Fax: 06 3700401



Martinborough Community Board  
c/- South Wairarapa District Council  
P.O Box 6  
Martinborough

21 April 2014

Dear Chairperson,

I am writing on behalf of the Wairarapa Mathematics Association seeking a contribution from your discretionary fund towards the annual round of maths competitions which are held in August.

Each year we organise four evenings at which students, both primary and secondary, ranging in age from 8 years ( Year 5 & 6 ) through to 15 years ( Year 9 & 10 ) compete against their peers in mathematical challenges. These competitions bring students together from as far afield as Tararua College in the north to Tukurumuri School in the south.

The intention is to promote our subject and to engender in students a love of learning.

Each participating school pays a small fee to the Association which is not enough to cover all costs, hence my letter to you asking for your support.

You will have received a "Thank You" letter at the end of last year for your 2013 contribution.

**Would your Community Board be able to assist us again this year ?**

I am more than willing to come to your next meeting and to answer any questions which members may have regarding our organisation and the evenings which we run.

Awaiting your reply.

Mike van Woerkom  
Treasurer  
ph 3700400 work (06) 308-9808 home