



## Martinborough Community Board

### Minutes – 1 February 2016

- Present:** Lisa Cornelissen (Chairperson), Fiona Beattie, Pam Colenso, Vicky Read, Cr Julie Riddell and Cr Max Stevens.
- In Attendance:** Paul Crimp (Chief Executive), Mayor Adrienne Staples (from 6:55pm) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 1 February 2016 between 6:30pm and 7:55pm.
- Also in Attendance:** Martin Freeth, Patricia Higginson (Martinborough Ratepayers and Residents Network).

#### **PUBLIC BUSINESS**

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

Lateness apologies were received from Mayor Adrienne Staples.

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

There were no conflicts of interest declared.

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

- 3.1 Martin Freeth, Martinborough Ratepayers and Residents Network  
Mr Freeth with support from Mrs Higginson asked the Community Board to advocate for the group on the presented concerns about the proposed community centre. The community centre proposal should have been based on principles to meet local needs and full consultation to the entire district should have been undertaken. Mr Freeth tabled an alternative concept plan for consideration and offered the groups assistance in moving forward.

##### **4. PUBLIC PARTICIPATION**

- 4.1 Martinborough Ratepayers and Residents Network  
*MCB RESOLVED (MCB 2016/01):*
1. To receive the information.
  2. To organise a workshop for members to discuss and consider the presentation alongside the Board's 3-Year Plan and Council's Annual Plan and Long Term Plan.

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3. To communicate an agreed position, along with the tabled and supplied information from the Martinborough Ratepayers and Residents Network, to Council for consideration at the 24 February 2016 meeting.

*(Moved Cornelissen/Seconded Colenso)*

Carried

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

- 5.1 Martinborough Community Board Minutes – 7 December 2015

*MCB RESOLVED (MCB 2016/02)* that the minutes of the Martinborough Community Board meeting held on 7 December 2015 be received and confirmed as true and correct.

*(Moved Cr Stevens/Seconded Read)*

Carried

- 5.2 Action Items from Previous Meeting

Mrs Colenso thanked Cr Stevens for organising the Martinborough Lions Club to install the memorial seats in Considine Park.

*MCB NOTED:*

1. Action 14: Write to the Martinborough Lions Club thanking them for installing the memorial seats in Considine Park and the tree clearing work undertaken in the Park; P Crimp

- 5.3 Income and Expenditure Statement to 31 December 2015

Mr Crimp confirmed that Martinborough beautification funds for two years remained available for use.

*MCB RESOLVED (MCB 2016/03):*

1. To receive the Income and Expenditure Statement to 31 December 2015.

*(Moved Cr Riddell/Seconded Colenso)*

Carried

2. Action 15: Request an update from the Rural South Wairarapa Sports Inc. on the status of their project; P Crimp

## **6. OPERATIONAL REPORTS – COUNCIL OFFICERS**

- 6.1 Maintenance of Tree Lights in Martinborough Square

*MCB RESOLVED (MCB 2016/04):*

1. To receive the information.
2. To approve the recommendation for six-monthly maintenance of the tree lights in Martinborough Square.

*(Moved Colenso/Seconded Cornelissen)*

Carried

- 6.2 2016/2017 Annual Plan

The Community Board discussed ultra-fast broadband, spatial town planning, rubbish collection days and adequate and appropriate car parking in Martinborough.

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The Community Board agreed that the report put forward to the preparation of the Annual Plan at the 9 December meeting was still valid.

*MCB RESOLVED (MCB 2016/05):*

1. To receive the information.
2. To express support and appreciation for Councils' cycle strategy development and that members look forward to being consulted.
3. To support speed zoning high risk areas and to provide additional information to Council after the 14 March 2016 Community Board meeting.
4. To express appreciation to Council for the level of detail in the Annual Plan Report and clarity of process.
5. That there were no major projects or changes to identified projects for inclusion in the 2016/17 Annual Plan at this stage.

*(Moved Read/Seconded Colenso)*

Carried

### 6.3 Pain Farm Report

Members noted a variation in recommendations between the consultant's report and the Council officer's report.

*MCB RESOLVED (MCB 2016/06):*

1. To receive the information.  
*(Moved Cr Riddell/Seconded Colenso)*
2. Action 16: Arrange a tour of Pain Farm for councillors and community board members; P Crimp
3. Action 17: Provide an email update to the MCB on the action plan for removing the pine trees along the western boundary of Pain Farm; M Allingham
4. Action 18: With consideration to the fence replacement required between Martinborough Transport and Pain Farm, ensure the obligations of the Pain Farm lease are being met noting that a capital outlay request from Pain Farm and/or the MCB would be considered; M Allingham

Carried

*MCB NOTED:*

1. Action 19: Add to the March 2016 MCB agenda provision for discussion of tidying up the Todd's cutting area and the NZTA rest area on SH2; P Crimp
2. Action 20: Email the MCB advising them of what plan has been made to remove/use the large piles of bark in Considine Park; M Allingham

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## 7. COMMUNITY BOARD/COUNCILLORS REPORTS

### 7.1 Chair Report

The Community Board discussed incidences of overflowing rubbish bins in Martinborough during the summer period, car parking around the Martinborough Square including bylaw regulation and time limited parking, bylaw regulations relating to signs both temporary and permanent, and reporting of bylaw breaches to Council.

*MCB RESOLVED (MCB 2016/07):*

1. To receive the report.  
*(Moved Cr Riddell/Seconded Beattie)* Carried
2. Action 21: Follow-up reports of overflowing rubbish bins during the summer period to determine whether contract terms have been met and whether additional bins or more frequent servicing is required in the town centre to cope with additional demand during busy times; M Allingham
3. Action 22: Include an article in the rates newsletter about how to use the after-hours Council service; M Allingham
4. Action 23: Include an article in the rates newsletters explaining the signs bylaw noting that names of those logging the complaint are kept confidential; M Buchanan
5. Action 24: Advise the MCB what current bylaws allow Council to regulate parking around Martinborough Square; M Buchanan
6. Action 25: At an annual plan workshop discuss designation of an out of Martinborough town area (e.g. Considine Park) suitable for day parking; P Crimp

### 7.2 Emergency Response Board Nominations

*MCB RESOLVED (MCB 2016/08)* that Pam Colenso and Tony Stephenson be nominated as the Martinborough Community Board representatives for the community emergency response plan workshops.  
*(Moved Cornelissen /Seconded Cr Riddell)* Carried

## 8. CORRESPONDENCE

### 8.1 Inwards

To Martinborough Community Board from Pat Dette, Martinborough Community Patrol dated 19 January 2016

To Martinborough Community Board from Kathy Luke, Victim Support dated 23 December 2015

### 8.2 Outwards

To Vicky Read from the Committee Secretary on behalf of the Martinborough Community Board dated 22 January 2016

To Connor Kershaw from the Committee Secretary on behalf of the Martinborough Community Board dated 22 January 2016

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*MCB RESOLVED (MCB 2016/09)* to receive the inwards and outwards correspondence.

*(Moved Cornelissen/Seconded Beattie)*

Carried

## 9. FINANCIAL ASSISTANCE

### 9.1 Tora Volunteer Rural Fire Force

*MCB RESOLVED (MCB 2016/10):*

1. To consider the application out of cycle given the urgent nature of the request.

*(Moved Cornelissen/Seconded Beattie)*

Carried

2. To grant the Tora Volunteer Rural Fire Force \$760.50 to assist with the costs of providing a second automated external defibrillator for use in the community.

*(Moved Beattie/Seconded Cr Riddell)*

Carried

## 10. PUBLIC EXCLUDED

### 10.1 Public Excluded Martinborough Community Board Minutes – 7 December 2015

*MCB RESOLVED (MCB2016/11):* That the public be excluded from the following part of the meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>Report/General Subject Matter</b>	<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
MCB minutes for receipt and confirmation	Good reason to withhold exists under section 7(2)(a)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

<b>Reason for passing this resolution in relation to the matter</b>	<b>Ground(s) under Section 48(1) for the passing of this Resolution</b>
a) protect the privacy of natural persons, including that of deceased natural persons	Section 7(2)(a)

*(Moved Cr Stevens/Seconded Read)*

Carried

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*MCB RESOLVED (MCB2016/13) to move out of the public excluded section of the meeting.*

*(Moved Cornelissen/Seconded Cr Stevens)*

Carried

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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**Martinborough Community Board  
Action Items  
From 1 February 2016**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
63	MCB	16-Feb-15	Action	Pam Colenso and Lisa Cornelissen	Provide an update on the status of the benches for Considine Park	Open	4/8/15 2 seats ready to order. Seat funded by Peter Craig's family to include an in memory of plaque with birth and death dates. Plaque for MCB donated chair to include presented by MCB and date 2/11/15: Benches on order and will arrive on the 20 Nov. Liaising with Lions to get installed. 7/12/15: Benches arrived, Lions have laid concrete for one bench and other pad due for laying on 11 December. Hoped that seats are installed by xmas. 1/2/16: Benches installed. Plaques ordered and will be installed by 12 Feb.
186	MCB	30-Mar-15	Action	Cr Stevens	Liaise with the Featherston Anzac Club, Wairarapa Archives, the Maori Standing Committee and the community to source as many WWI pictures (especially Martinborough pictures) as possible	Open	22/6/15: Spoken with Wairarapa Archives, to follow-up with a visit
294	MCB	11-May-15	Action	Vicky Read	Enquire what brand and model cycle stands are being purchased for outside the Waiinga Centre so additional purchases of cycle stands can be from the same range	Open	3/8/15 On hold
470	MCB	3-Aug-15	Action	Lisa Cornelissen	Liaise with Connor Kershaw and the Martinborough Business Association about fairy light storage, let and return of lights	Open	Lights are currently stored in the space next to Victoria Read Architecture, accessible by both Conor and MCB. Business Assoc are aware that MCB approval is needed to borrow them. 2/11/15 Reopened action. Loans process needs to be developed
676	MCB	2-Nov-15	Resolution	Mark	Martinborough Soldiers' Memorial Square – Boer War Memorial MCB RESOLVED (MCB 2015/59): 1. To receive the information. 2. That subject to consultation with the RSA, to	Open	26/11/15: Waiting to hear back from the supplier about the light colour/spread of light (#2). Supplier reminded about request again. Looking into firming up the costs for full replacement of the plinth and

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					select the Windsor London Column and the Ascot Lantern (subject to sufficient light distribution onto the ground, an appropriate light colour). 3. That given the importance of the memorial, to strongly recommend full replacement of the plinth and steps at a cost of \$13,500, and ask that this option is explored further. (Moved Cornelissen/Seconded Colenso) Carried		steps (#3) 1/3/16 added to 2016/17 annual plan, some work underway this year. 04/12 #2 LED colour is 4000K (cool white) and will give a good spread of light - contact Helen if you want to see the LED light colour chart. #3 still exploring this 7/12/15: MCB request report for February. 1/2/16: MCB noted warm light was the light colour in the streets. Report to be followed up.
759	MCB	7-Dec-15	Action	Pam Colenso	Investigate how many of the Community Board flags need to be replaced and provide a report back to the February 2016 meeting	Open	1/2/16: 7 flags need replacing. Pam to ask manufacturer why they haven't lasted and report back to mtg in March
1	MCB	1-Feb-16	Resolution		Martinborough Ratepayers and Residents Network MCB RESOLVED (MCB 2016/01): 1. To receive the information. 2. To organise a workshop for members to discuss and consider the presentation alongside the Board's 3-Year Plan and Council's Annual Plan and Long Term Plan. 3. To communicate an agreed position, along with the tabled and supplied information from the Martinborough Ratepayers and Residents Network, to Council for consideration at the 24 February 2016 meeting. (Moved Cornelissen/Seconded Colenso) Carried	Actioned	
10	MCB	1-Feb-16	Resolution		Tora Volunteer Rural Fire Force MCB RESOLVED (MCB 2016/10): 1. To consider the application out of cycle given the urgent nature of the request. (Moved Cornelissen/Seconded Beattie) Carried 2. To grant the Tora Volunteer Rural Fire Force \$760.50 to assist with the costs of providing a second automated external defibrillator for use in the community. (Moved Beattie/Seconded Cr Riddell) Carried	Actioned	Correspondence sent; payment in-hand
14	MCB	1-Feb-16	Action	Paul	Write to the Martinborough Lions Club thanking them for installing the memorial seats in Considine Park and the tree clearing work undertaken in the Park	Actioned	



Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
15	MCB	1-Feb-16	Action	Paul	Request an update from the Rural South Wairarapa Sports Inc. on the status of their project	Actioned	
16	MCB	1-Feb-16	Action	Paul	Arrange a tour of Pain Farm for councillors and community board members	Open	Barbara arranging and liaising with Lisa and Amentities Manager
17	MCB	1-Feb-16	Action	Mark	Provide an email update to the MCB on the action plan for removing the pine trees along the western boundary of Pain Farm	Open	03/03 Waiting on arborist
18	MCB	1-Feb-16	Action	Mark	With consideration to the fence replacement required between Martinborough Transport and Pain Farm, ensure the obligations of the Pain Farm lease are being met noting that a capital outlay request from Pain Farm and/or the MCB would be considered	Open	Awaiting response from tenant
19	MCB	1-Feb-16	Action	Paul	Add to the March 2016 MCB agenda provision for discussion of tidying up the Todd's cutting area and the NZTA rest area on SH2	Actioned	
20	MCB	1-Feb-16	Action	Mark	Email the MCB advising them of what plan has been made to remove/use the large piles of bark in Considine Park	Open	Liaising with CityCare
21	MCB	1-Feb-16	Action	Mark	Follow-up reports of overflowing rubbish bins during the summer period to determine whether contract terms have been met and whether additional bins or more frequent servicing is required in the town centre to cope with additional demand during busy times	Open	24/02 Contract terms have been met; City Care increases frequency of clearing bins over summer, sometimes up to twice daily. Now investigating BigBelly compacting bins to see if changing some of the street bins to BigBelly will help. Paper to be presented to council
22	MCB	1-Feb-16	Action	Mark	Include an article in the rates newsletter about how to use the after-hours Council service	Actioned	Submitted for inclusion in April newsletter
23	MCB	1-Feb-16	Action	Murray	Include an article in the rates newsletters explaining the signs bylaw noting that names of those logging the complaint are kept confidential	Open	Murray to submit to Barbara for April newsletter
24	MCB	1-Feb-16	Action	Murray	Advise the MCB what current bylaws allow Council to regulate parking around Martinborough Square	Actioned	9/2/15: Email sent
25	MCB	1-Feb-16	Action	Paul	At an annual plan workshop discuss designation of an out of Martinborough town area (e.g. Considine Park) suitable for day parking	Actioned	Added to AP for consideration

## ***Martinborough Community Board***

### ***Income & Expenditure to 29 February 2016***

<u>INCOME</u>	
Balance 1 July 2015	46,266.51
Annual Plan 2015/16	20,954.00
<b>TOTAL INCOME</b>	<b>67,220.51</b>
<u>EXPENDITURE</u>	
Members' Salaries	10,007.39
<b>Total Personnel Costs</b>	<b>10,007.39</b>
AP Martinborough B MCB Midwinter Affair market s/shp	1,099.40
AP Tube Fab Ltd 6 rectangular tables-del Mbo T/Hall	1,635.00
AP Local Governmen Annual C/Brd levy 2015/16	166.66
AP Student workshop 20/6/15 computer coding	500.00
AP Christmas lights - Mbo Com Brd	3,206.00
AP Cotter & Steven Tree lights in Square Mbo	1,160.00
AP Mitre 10 Concrete for seats at park -	38.54
AP Mitre 10 Concrete for seats at park - MCB	106.42
10 swim tickets to 53603130	300.00
AP Ed's Arborist S Install light in 4 trees Mbo Square	770.00
AP OfficeMax New Z Stationery supplies	5.87
<b>Total General Expenses</b>	<b>8,987.89</b>
AP Pirinoa Primary Resurface com court MCB grant	1,000.00
AP Martinborough J MCB Grant-Guy Fawkes event 7/11/15	500.00
AP NZ Council of V Programme costs-grant	500.00
AP Wairarapa & Sou MCB grant purchase computor	500.00
AP Martinborough C Grant-to assist purchase vehicle	2,000.00
AP Martinborough J Grant - hire portaloos for event	85.54
AP Martinborough S Grant - purchase 2 rifles	2,400.00
AP Grant - assist purchase uniforms	1,000.00
AP Pirinoa Primary MCB Grant-netball court resurfing balance	500.00
AP Tora Fire Party MCB Grant - defibrillator costs	760.50
<b>Total Grants</b>	<b>9,246.04</b>
<b>TOTAL EXPENDITURE</b>	<b>28,241.32</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>38,979.19</b>
<u>LESS: COMMITMENTS</u>	
Salaries to 30 June 2016	(7.39)
Additional Salary Budget	7.39
Youth Funding	1,475.91
Considine Park bench	1,000.00
Martinborough Town Hall and Community Centre Project	25,000.00
Rural South Wairarapa Sports Inc. - Astro Turf project	1,500.00
<b>Total Commitments</b>	<b>28,975.91</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>10,003.28</b>

# MARTINBOROUGH COMMUNITY BOARD

14 MARCH 2016

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## AGENDA ITEM 5.1

### OFFICERS' REPORT

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#### **Purpose of Report**

To report to the Maori Standing Committee/Community Boards on general activities since the last meeting.

#### **Recommendations**

Council officers recommend that the Committee/Community Board:

1. *Receive the information.*

### CHIEF EXECUTIVE

#### **1. Executive Summary**

The Christmas break seems to be well passed and while many took extended leave good progress has continued to be made.

Foremost was the advice that we had received 35 year resource consents for the Martinborough and Greytown wastewater consent applications. We are currently working through the detail, however this is great news.

We have also been reflecting on the two key reviews carried out by external parties. The recently completed audit of the building consenting authority resulted in no corrective actions being issued. We remain one of the very few Local Authorities in the country that can lay claim to that feat. The audit of the Annual Report and LTP also showed that our systems and processes pass scrutiny. These great outcomes are really down to the attitudes of our staff, always trying to achieve to a high standard, with a positive friendly helpful manner.

The Local Government Commission continues its work, and by the time this paper is published a series of meetings will have commenced in the Wairarapa outlining the Commissions thinking around the best options for governance and delivery in the Wairarapa and across the wider region.

## 2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output [note this report updated and is as at 30 June 2015]

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE				
SERVICE LEVEL	KEY PERFORMANCE INDICATORS			
		2014/15	RESULTS	COMMENTS
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%	73% (2010/11 survey 75%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 73% (2011 75%) positive response, 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	75%	62% (2010/11 survey 55%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 62% (2011 55%) positive response, 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	50%	59% (2014 survey 76%)	A Public Booster survey was carried out in 2015 in addition to the 59% 11% felt they were unable to comment. The full customer satisfaction survey was carried out during 2014/15. In addition to the 76% (2011 73%) positive response, 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)	78%	64% (2010/11 survey 59%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 64% (2011 59%) positive response, 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 92% (2014 100%) Featherston 95% (2014: 96%) Martinborough 95% (2014: 95%)	This measure reports on the percentage of resolutions made that relate solely to local issues.
	% of ratepayers and residents who know how to contact a community board member	65%	65% (2010/11 survey 52%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 64% (2011 59%) positive response, 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	65%	49% (2010/11 survey 50%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 49% (2011 50%) positive response, 26% (2011 25%) indicated they were neither satisfied nor dissatisfied, and 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		Maori Standing Committee met on 8 occasions. In total 3 resource consent applications were considered, however due to the timing of the meetings 9 were considered outside normal meetings.

## **2.1 Wairarapa Governance Review Working Party**

At the Working Party meeting late last year the working party considered its role given the Local Government Commission was leading the review of governance and service delivery.

The working party considered its terms of reference and resolved that the governance aspect would be removed from its mandate and revert generally to the previous Shared Services Working Party terms of reference.

A paper to that effect is presented to the Policy and Finance Committee.

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

### **3.1 Meetings/Conferences**

#### **3.1.1. Chief Executive Forum**

Two regional Chief Executive forums have been held. The first of these prior to Christmas was held at the Wellington Transport Operations Centre (TOC). A brief overview of the TOC was given which provided an interesting interlude to normal business.

Matters covered at these meetings include an update from Local Government Commission on the various work streams and consideration of draft reports for those work streams, Regional liquefaction, updates from NZTA on key initiatives, WREDA update from their CE, and a discussion on laterals policies (the conclusion being we are all different).

#### **3.1.2. Mayoral Forum**

One Mayoral Forum was held specifically focusing on the work the Local Government Commission was undertaking. This was an update of progress.

### **3.2 Wastewater Consents**

As indicated above we were delighted to receive notification that both the Greytown and Martinborough consent application were approved with 35 year terms.

We have received the draft conditions from the Commissioners, the Commissioners have sought feedback on these which we are preparing. Ten working days has been allowed with the final terms released no later than ten working days following that.

### **3.3 Local Government Funding Agency (LGFA)**

A separate paper presenting the final documents for approval has been prepared for this meeting. Following that there is no barrier to commence drawdown of funds from LGFA.

LGFA have accepted our application to become a borrower against this fund. LGFA have completed their financial due diligence and we fall well within their benchmarks.

### 3.4 Other

A long meeting was undertaken with the Papawai Ahu Whenua Trust , and their legal representative regarding the **land swap** to try and finalise a heads of agreement and path forward. We were able to reach agreement and the Trust will be taking this to their members for ratification. This is a significant step and we now have a process to draw this to conclusion. This has been a long process, however the benefits to be gained outweigh the effort so far.

Allied to this the hanger for the **gliding** club is well underway. We have been able secure access from the hanger area to the lower runway vector which was the final main hurdle and the Wellington Gliding Club will be able to effect their permanent move in the coming months as planned. While this is not an SWDC project, it is an initiative we are committed to assisting where able and was one of the benefits we identified in purchasing the Papawai land.

Work commenced prior to Christmas on the **Featherston Town Square**, and now will commence in earnest for the final construction phase which, subject to the usual construction interruption risks, is due to be completed in May (2016).

Preparation of the final report for the **Martinborough Town Hall** strengthening and refurbishment, and **Waihinga Centre** construction has continued with a number of meetings and discussions on that front. This paper is presented to this 24 February meeting.

Discussions are continuing with the **Department of Conservation** on the ownership of assets they construct. DOC's issue is that they are required to pay a capital charge for the assets they own, which comes out of their operational budgets. If they can transfer asset ownership then they are not charged the capital charge and therefore have more funding available for maintenance. While conceptually we may be able to assist, future obligations need to be well understood. Destination Wairarapa are helping in these discussions as one of the projects is a cycleway DW have received grant funding for.

A presentation and discussion with the organisers of the **New Zealand Cycle Classic** seeking funding and support to raise the Classic from a UCI 2.2 event to a UCI 2.1 event, which would allow teams that compete in (for example) the Tour de France to participate. This has been included in our annual plan considerations.

Other meetings included **Community Board and Maori Standing** committee meetings and the Featherston public meeting, rounding out this period nicely.

### 3.5 Rates Arrears (Incl. GST)

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALMENT DUE	SWDC COMPONENT \$'000 (81%)
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773
19 August 2014	\$818	592	91	\$663
30 September 2014	\$1,008	809	37	\$816
11 November 2014	\$770	627	83	\$623
27 January 2015	\$672	537	68	\$544
2 March 2015	\$784	798	10	\$635
25 May 2015	\$762	803	3	\$617
3 July 2015	\$624	669	39	\$505
18 August 2015	\$580	547	59	\$470
11 November 2015	\$498	572	83	\$404
1 February	\$521	558	73	422

Arrears are further analysed in the table below:

AREA	ZONE	NO. PROPERTIES	ARREARS	OUTSTANDING	TOTAL
Featherston	Urban	163	\$ 33,760.69	\$ 114,694.39	\$ 148,455.08
Featherston	Commercial	15	\$ 1,202.14	\$ 14,119.55	\$ 15,321.69
Greytown	Urban	64	\$ 21,156.57	\$ 48,115.38	\$ 69,271.95
Greytown	Commercial	13	\$ -	\$ 17,132.34	\$ 17,132.34
Martinborough	Urban	71	\$ 17,113.40	\$ 51,288.15	\$ 68,401.55
Martinborough	Commercial	7	\$ -	\$ 15,577.76	\$ 15,577.76
Rural		225	\$ 61,137.31	\$ 126,058.20	\$ 187,195.51
<b>TOTAL</b>		558	\$ 134,370.11	\$ 386,985.77	\$ 521,355.88

Arrears have risen slightly following the November installment, application of late penalties for that installment, and the application of the "arrears" penalty applied early January. The number of properties outstanding continues to fall however.

## 4. Corporate

### 4.1 Occupational Health and Safety

We are well underway toward meeting our health and safety obligations, assisted by Major Consulting.

The health and safety committee has been meeting regularly and producing a string of recommendations for consideration. This group is to be commended for their attitude in tackling their tasks.

### 4.2 LGOIMA Requests

Topic of Information Request	Request Response
Sites that have life-saving equipment is installed for public use and statistics relating to installation, use etc.	Information provided
Number. of litter Infringements	None
Details of SLG Consulting and Warren and Mahoney contracts	Information supplied.
Parking fines and Cars towed	Nil.
Seeking additional detail about required noise reports relating to Alloa Gun Club.	Information supplied.
Number of Sky subscriptions we pay	None
How much is SG being paid to project manage the Waihinga Centre project	Information supplied.
Resource Consent decisions 150077 and 150061 (Greytown)	Information supplied.
Colony Cage Farm Applications and Notification Decisions In Process	No applications
Details of the competition that was referred to in the timeline relating to the Waihinga Centre	
Details of councillors, salaries, attendance. Details of Council debt and cost of servicing. Ratepayer base, income and source of income. Any rate increase for 2015 and if so % increases.	
Legal costs each year to council of court cases and in which court were cases heard.	
The number of formal complaints lodged over beach, river or lake access from 2011-2015,	
Details about the Extraordinary meeting of FCB Board 22 February	



# PLANNING AND ENVIRONMENT GROUP

## 1. Resource Management

### 1.1 Resource Management Act - District Plan

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	72%	92%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)	Yes	-	Work has begun to change how data is recorded and stored in NCS so as to enable more effective reporting against AER's in WCDP.

#### 1.1.1. Greytown Structure Plan

Officers have engaged a locally based consortia to undertake work on developing a structure plan for the Future Development Area at Greytown.

The WCDP requires the development of a structure plan prior to the overall release of the FDA land for development. The first part of the process is to evaluate the costs of development, the best form and layout for bulk infrastructure.

The second phase involves forming plan provisions to guide that development including development and reserves levies, Council's infrastructure investment and zoning controls for the area.

### 1.2 Resource Management Act - Consents

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	95.3%	NCS (3 applications have gone over 20 w/d) A new tracking system has now been set up to lessen the likelihood of further overruns.
s.223* certificates issued within 10 working days	100%	100%	NCS
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	100%	NCS

Council received 28 resource consent applications from 1 November 2015 to 31 January 2016. Officers provide more detailed information as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

### 1.2.1. Judicial Review

Councillors are likely aware of the Judicial Review proceedings lodged with respect to the non-notification of two applications relating to the Freshchoice supermarket development and signage in Greytown.

If these review requests are upheld by the High Court, both applications would need to start afresh and possibly be notified for public submissions (this would still depend on the nature of the new applications).

Any decision on notification by the High Court does not however mean that the substantive decisions made (to grant the applications subject to conditions) have been found to be wrong. All such a determination does is require the applicant and Council to restart the process including reconsideration of notification.

Depending on the reasons for the High Court decision, the applicant (Progressive) may have to provide additional information to enable better decisions to be made.

Either way, if a hearing is required to consider any submissions and make new decisions it would need to be before an independent hearings commissioner given the background in this case.

At this stage a Statement of Defence has been prepared in reply to the Statement of Claim lodged by the appellant. Both the applicant (Progressive) and Council are evaluating the strength of the claim against the defence.

It is then hoped that all parties will consider entering into negotiations to establish whether there is any room for a settlement without proceeding to a full High Court hearing with all its attendant costs and risks.

### 1.3 Reserves Act – Management Plans

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	1	0	No action required

### 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 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	100% (0)	100% (0)	No complaints received to date. All information provided to applicants as required by LG Act.
My non-urgent LIM is processed within 10 days	100%	100%	All processed within statutory timeline.

TYPE	YTD 1 JULY 2015 TO 31 JANUARY 2016	PREVIOUS YTD 1 JULY 2014 TO 31 JANUARY 2015	PERIOD 1 NOVEMBER 2015 TO 31 JANUARY 2016	PREVIOUS PERIOD 1 NOVEMBER 2014 TO 31 JANUARY 2015
Standard LIMs (Processed within 10 working days)	99	75	17	12
Urgent LIMs (Processed within 5 working days)	25	36	4	16
<b>Totals</b>	<b>124</b>	<b>111</b>	<b>21</b>	<b>28</b>

## 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 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100 %	NCS – Continued monitoring of processing days..
Building consent applications are processed within 20 working days	100%	99.46 %	NCS – Continued monitoring of processing days. Due to staff shortages processing contractors have been used to maintain service levels Year to date, one BC accidentally went over the 20WD's – externally processed.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	January 2016 audit completed, accreditation maintained with no Corrective Action Requests (CARs). Next review will be around January 2018.
Earthquake prone buildings reports received	70%	63 %	Currently 143/227 known premises have been addressed. National changes proposed by the Government may result in changes to the numbers of premises affected.

TYPE	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	7	\$723,732
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	2	\$27,500
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	51	\$4,501,388
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	2	\$258,000
<b>Totals</b>	62	\$5,510,620

### 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.*

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 15/16</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	3 visits	6 Visits	Programme uses Christchurch City Councils Dog Smart programme.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	NCS data

<b>INCIDENTS REPORTED</b>	
Attack on Pet	2
Attack on Person	3
Attack on Stock	1
Barking and whining	17
Lost Dogs	14
Found Dog	0
Rushing Aggressive	7
Wandering	42
Welfare	2
<b>Total</b>	<b>88</b>

### 2.3 Public Places Bylaw 2012 - Stock Control

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

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 15/16</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	NCS data
Council responds to complaints regarding animals within 40 hours	100%	100%	NCS data
Council responds to complaints regarding animals within 48 hours.	100%	100%	NCS data

<b>INCIDENTS REPORTED</b>	<b>TOTAL</b>
Stock	13

### 2.4 Resource Management Act – afterhours Noise Control

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

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 15/16</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
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PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received that have been responded to	100%	100%	Noise Control Complaints\Year Records

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 15 TO 31 JANUARY 16	PREVIOUS YTD 1 JULY 14 TO 31 JANUARY 15	PERIOD 1 NOVEMBER 15 TO 31 JANUARY 16	PREVIOUS YEAR PERIOD 1 NOVEMBER 14 TO 31 JANUARY 15
Total	59	66	33	30

## 2.5 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 2015/16	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%	100%	All premises inspected at new or renewal application.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2015 TO 31 JANUARY 2016	PREVIOUS YTD 1 JULY 2014 TO 31 JANUARY 2015	PERIOD 1 NOVEMBER 2015 TO 31 JANUARY 2016	PREVIOUS PERIOD 1 NOVEMBER 2014 TO 31 JANUARY 2015
On Licence	17	15	10	10
Off Licence	15	14	7	7
Club Licence	1	1	0	0
Manager's Certificate	56	55	28	19
Special Licence	25	27	11	9
Temporary Authority	0	4	0	2

## 2.7 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	NCS data. All premises inspected at new or renewal application.
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data. All premises inspected at new or renewal application.

### **2.7.1. Bylaws**

For the period from 1 November 2015 to 31 January 2016, 8 littering complaints were received. 38 long grass notices were issued and 13 letters regarding overgrown trees and hedges were issued. 9 vehicle dumping incidents were reported. 12 general complaints were received.

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

# INFRASTRUCTURE AND SERVICES GROUP REPORT

## 1. Group Manager highlights

The consent acquisition for the Martinborough and Featherston Waste Water Plants closed on Friday 22 January 2016. The Commissioners have advised that the decision will be issued within 15 working days. Council is awaiting this response which is due now.

Discussions on Regional Transport have been on-going and a draft report produced looking at options for the Wellington Region and the form of structure that could be employed. This work is in draft and various options are being considered.

Work is progressing on the Regional Waste Minimisation Management Plan with the suggestion to have a joint resource fund to assist in progressing the plan and initiatives in it.

The Christmas period passed with little concern other than, due to the great weather, there were a lot more visitors to the coastal areas than usual with heavy use on council's facilities, especially toilets. The recent addition over the last few years of new toilets have received a lot of patronage and extra port-a-loo's had been implemented once demand became higher than usual.

Water use is high, and in line with rainfall and use for this time of year. Works planned on the upgrade of the Martinborough bores to increase yield is planned to be staged to avoid any problems with water supply continuity should there be any issues. Knowing that this is a high demand period a cautious approach is being taken.

The Draft Cycle strategy has been developed and pre-consultation is about to commence with select focus groups prior to general circulation for consultation in the annual plan process. Cycling was recently highlighted with the NZ Cycle Classic event held in South Wairarapa and finishing in the Martinborough Town Square. The completed Featherston trail has also been receiving a lot of use and again highlighting the greater focus on cycling within the region.

## 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 2015/16	COMPLAINTS		INCIDENTS	
		December	YTD	December	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt	991 Lt	764 Lt		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%				

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%				
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%				
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	0.25 per 1000 connections (1 complaint)	0.5 per 1000 connections (2 complaints)	1	2
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0	2.8 per 1000 connections (11 complaints)	0	11
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	1 per 1000 connections (4 complaint)	2.25 per 1000 connections (9 complaints)	4	9
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.5 per 1000 connections (2 complaints)	1.5 per 1000 connections (6 complaint)	2	6
Ratepayers and residents satisfied with level of service for water	75%				
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	(3/6) 50%	-	6	22
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	(5/6) 83%	-	6	22
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	22/37 (59%)	-	19	62
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	35/37 (95%)	-	19	62
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	0%	0%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%				

## 2.2 Services

### 2.2.1. Water supply capital improvements Featherston

Stage 1 contract works which include the bore field and pipeline works as reported earlier are substantially complete, however a mainline pipeline connection near the plant and control configuration at the bore-field remains to be completed.

The contract is expected to be practically complete by the end of February. The system will then be subject to a 12 month maintenance period.



At this point the bore field will be available to deliver water to the storage pond and pending the delivery of the Stage 2 works will be the source of water for Featherston and part of Greytown.

Significant and unreasonable delays have occurred with the delivery of consultancy services for the design and documentation for the Stage 2 works which include the provision of ultraviolet treatment and pH correction. Completion had been expected before the end of June 2016 but is now not expected before September/October 2016.

This is a significant and disappointing delay and requires an extension of time to the programme. MOH will need to approve this and whilst approval is expected it is planned to take the up matter of unreasonable delay with the consultancy services provider. The delays may have some negative impact on finished project costs although this is not able to be reported at this stage.

Original total project costs in 2012 were estimated to be \$1.064M. Stage 1 works costs are over budget at \$655,000(cf \$628,000) and because the design for the plant extensions and equipment have not been completed there remains some uncertainty around likely costs for Stage 2 and hence the overall anticipated cost for the project.

Council will be advised as soon as the information is available and in time for Annual Plan forecasts.

### **2.3 Water treatment plants**

The Waiohine, Greytown and Martinborough plants operated routinely over the period.

### **2.4 Water reticulation**

There were 57 reticulation repairs reported and rectified during the period. (Please note these leaks were over a 13.5 week period.)

### **2.5 Water races**

Routine monthly inspections and blockage clearing of the water race network has been performed by council contractors, City Care Ltd, to maintain satisfactory flows. There were 18 accounts for blockage clearing or no water flow for the Moroa and Longwood network over the period. (Please note these issues were over a 13.5 week period).

### **2.6 Hydrants**

One hydrant was replaced over the period. Hydrant testing is planned for April/May or when water restrictions have been removed.

## **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 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of blockages per 1000 connections	<10	6 complaints	33 complaints	1.5 per 1000 connections (6 blockages)	8.25 per 1000 connections
Ratepayers and residents satisfaction with waste water services	70%	Annual survey	Annual survey	Annual survey	Annual survey
Number of dry weather sewerage overflows per 1000 connections	<10	-	-	0.7 per 1000 connections (3 overflows)	0.7 per 1000 connections (3 overflows)
Attendance time: from notification to arrival on site	< 1 Hr	-	-	3/6 (50%)	13
Resolution time: from notification to resolution of fault	< 4 Hrs	-	-	5/6 (83%)	13
% of resource consent conditions complied with to mainly complying or better*	90%				
No. of abatement notices	<2				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
No. of complaints per 1000 connections received about sewage odour	< 15	0.2 per 1000 connections (1 complaint)	1 per 1000 connections (4 complaints)	1	4
No. of complaints per 1000 connections received about sewage systems faults	< 15	0	0.5 per 1000 connections (2 complaints)	0	2
No. of complaints per 1000 connections received about sewage system blockages	< 15	6 1.5 per 1000 connections	28 7 per 1000 connections	6	28
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0.2 per 1000 connections (1 complaint)	0.2 per 1000 connections (1 complaint)	1	1
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	8/8 100%	-	8/8 (100%)	27

### 3.2 Waste water treatment plants

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

The trade waste discharger identified in July is working with Officers now to reduce the contamination in their waste. The owner has agreed to separate off the strongest waste stream and is reviewing options for disposal.

### 3.3 Waste water reticulation

There were 7 pipeline blockages reported during the period (please note these blockages were over a 13.5 week period).

### 3.4 Hardie Grove, Featherston wastewater pipeline renewal

This work started on 22 October 2015, however equipment issues have caused delays. The project finished in February and all surfaces have been reinstated.

## 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 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	54%	Annual survey	Annual survey	Annual survey	Annual survey
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatement notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

All systems operated routinely and within available capacity during the period.

## 5. Solid waste management

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

### 5.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6				
Volume of waste disposed out of district	Decreasing by 2.5%	Decreased by 17% for December	-	-	-
% of ratepayers and residents satisfied with the level of service	80%	Annual survey	Annual survey	Annual survey	Annual survey

## 5.2 Waste management

Routine services have been delivered successfully over the period. Additional services were provided over the Christmas period for the coast with two additional collections 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 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	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	78				
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	68%				
Availability of footpaths on at least one side of the road down the whole street	87%				
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%	16/17 (94%)	106/112 (95%)	17	112
Meet annual plan footpath targets	Yes				

### 6.2 Roading maintenance – Fulton Hogan

Sealed pavement repairs have been completed on Lake Ferry Road, White Rock Road, Western Lake Road and Hinakura Road over the last 2 months.

The annual rural mowing cycle of roadside berms was completed prior to Christmas.

Chemical control of rural water-tables, sight-rails and signposts has been undertaken. It is later than usual and the long term effect will be monitored.

High shoulder removal has been completed on Western Lake Road, Ruakokaputuna Road, Tora Road, Bidwell Cutting Road and Lake Ferry Road, with the desire to allow surface water to migrate into the roadside drainage network.

Drain cleaning has been completed on White Rock Road.

Pre-seal repair inspections for next year's reseal programme have commenced, with the expectation that works will commence this financial year.

Sightline improvement works in the way bank removal has been completed on White Rock Road.

Unsealed Road Aggregate renewal programme is being developed, for completion during the autumn.

Officers are monitoring Fulton Hogan's programming and budget control.

Fulton Hogan's monthly audit and cyclic activities is done on a monthly basis and their performance for the second financial year is charted below.



### 6.3 Reseals - Higgins

The programme for the year was completed prior to Christmas. This early completion allows the summer heat and traffic to fully bed the stone chip in giving better performance.

Contract Fluctuations Indices gave an approximate 5% savings since tender closed. The 19.0 km target of reseals was met.

The annual remark of road-marking is programmed through this contract to be completed in the March/April period.

### 6.4 Footpath renewals - Fulton Hogan

Concrete renewals in Featherston and Martinborough have been completed. Greytown works are underway.

Following the completion of concrete works hotmix resurfacing will be undertaken with completion expected by the end of March.

## 6.5 Other contracts

Sealed Road Rehabilitation Contract for 0.688 km of Lake Ferry Road and 0.447km of Bidwills Cutting Road has closed and is currently being considered.

**Whatarangi Cliff Dropout** Reinstatement on Cape Palliser Road is currently out to Tender.

## 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 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%				
Ratepayers and residents are satisfied with Council playgrounds	80%				
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	65%				
Occupancy of pensioner housing	99.8%				
Ratepayers and residents satisfied with town halls	74%				
Cycle strategy	Developed				
Ratepayers and residents satisfied with public toilet facilities	90%				
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%				

### 7.2 Parks and reserves

#### 7.2.1. Featherston

The Card Reserve hedge on the corner of Underhill Road received its long-awaited short-back-and-sides on 11 February, and we now have a considerable stock of mulch for Featherston parks and gardens. The arborist's recommendation for the remainder of the macrocarpas along the Underhill Road side of Card Reserve is to remove them and replant, and this is being priced for 2016/17.

Pricing has been requested for the replacement of the stadium roof, which is to be done before the end of summer.



There have been numerous incidents of rubbish dumping, mainly at Otairua Reserve and the north end of Johnson Street. Dumping has also included stock carcasses in Abbots Creek and at the Lake Domain.

City Care has been complimented by councillors on how good the playground and gardens are looking at the moment.

The contract for the first stage of the Featherston Town Square development has been awarded to Perkinson Civil Ltd, and work will start in mid-February.

### **7.2.2. Greytown**

The fence on the East Street side of Stella Bull Park has been replaced, and there are now bollards at the entrances to prevent access by vehicles. The Greytown Country Market at Stella Bull Park continues to be very successful and popular. We are working with the organisers to ensure that vehicles are kept off the park during the event.

In November the *Wairarapa Times-Age* published an article noting the improvement in Farley's Oak over the last three years, mainly thanks to the TLC provided by the City Care gardeners. The tree is scheduled for its annual health check by the arborist this month.

### **7.2.3. Martinborough**

The picnic tables in Martinborough Square were water-blasted and checked for repair needs before Christmas. A water meter was installed on the supply for the irrigation system in the Square so water usage can be monitored.

Following on from the annual arborist inspection, a number of the notable trees in Considine Park, within the campground area, have had maintenance work done on them.

### **7.2.4. Coastal reserves**

The summer season at the south coast reserves has been very busy, particularly at Ngawi. Unfortunately the large number of visitors has not resulted in equally large donations in our donation boxes, with \$230 received for the six months to December 2015, and for January 2016, \$63.47 in cash and a considerable number of stones of no monetary value.

The new toilets for north Tora and Ngawi were delayed in manufacturing and were not in place before Christmas. The unit for Tora has now arrived from Blenheim and work is underway to get it installed.

The public toilets at the Ngawi Fire Station were closed before Christmas, as the septic tank system can no longer accommodate them. They were replaced with Portaloos, and over the peak holiday period, there were ten Portaloos in place. It became clear very early in the holiday period that some campers were emptying their campervan toilet waste directly into the Portaloos, as contractor needed to empty them every week.

### **7.3 Properties**

#### **7.3.1. Featherston**

The work on the Anzac Hall building has now been completed, and the final stage of work is about to commence. This involves work on the stormwater and sub-floor ventilation systems, and repaving the outside area on the Bell Street side.

Preparatory work has begun on the painting of the library and information centre buildings. The contract for this work went to Holmes Construction Group from Greytown.

#### **7.3.2. Martinborough**

The damage to the Martinborough Town Hall on the west face of the stage tower has now been repaired.

The Cork Street building has been cleaned out and handed over to the Martinborough Menz Shed as their new headquarters. The building will soon be prepared for the repainting of the exterior by the Menz Shed team. An archives search is underway for the original building plans to help with the refurbishment of the interior.

### **7.4 Community housing**

There have been a few enquiries about houses available but no changes to the waitlist in Martinborough (five applicants), Greytown (three applicants) and Featherston (five applicants).

A new tenant moved into Burling Flats in November and has settled in well. New made-to-measure blinds for the kitchen and laundry/bathroom were installed. The new tenant is now enjoying her new home.

One tenant at Cicely Martin Flats has recently purchased a mobility scooter and is now looking how it can be securely housed. Some options are being investigated on how to solve this problem.

### **7.5 Cemeteries**

There have been two ashes burials in the last two months where family members have approached Council directly rather than going through a funeral director. The City Care sextons work directly with the families on these interments, and the feedback has been positive in both cases. People making future plans of where they wish to be buried or following up on their



reserved plots continue. Enquiries of existing plots and information are on-going and it is very rewarding to be able to fill in the gaps for these people.

### **7.5.1. Featherston**

November: There was a memorial plaque placed on niche wall (no ashes), and one ashes burial.

December: There were two ashes burials, and one niche purchased for ashes to be interred at a later date.

January: There were two burials, and one ashes interment.

### **7.5.2. Greytown**

November: There were three burials.

December: There was one ashes interment.

January: There were two burials, and one ashes interment.

### **7.5.3. Martinborough**

November: There was one burial and one ashes interment in a wall, and one ashes interment in the services wall.

December: There was one burial, and one niche purchased for ashes to be interred at a later date.

January: There was one burial.

## **7.6 Swimming Pools**

### **7.6.1. Swimmer numbers for all pools December and January**

	<b>Greytown</b>	<b>Featherston</b>	<b>Martinborough</b>
December swimmer numbers	1775	564	840
Concessions as %age of total swimmers	27%	33%	41%
Peak day – number of swimmers	28/12/2015: 264	21/12/15 : 21	28/12/15 : 195
Number of unattended days (no swimmers), excluding 25 December	3	6	0

	<b>Greytown</b>	<b>Featherston</b>	<b>Martinborough</b>
January swimmer numbers	3316	815	2445
Concessions as %age of total swimmers	31%	29%	11%
Peak day – number of swimmers	23/01/2016: 336	25/01/2016 : 143	23/01/2016 : 241
Number of unattended days (no swimmers)	0	1	0

Swimmer numbers remain high at Greytown, helped by high visitor numbers in the town and at the campground, as well as some particularly hot days in January. Average daily swimmer numbers ranged from 18 (Featherston) to 58 (Martinborough) in December, and from 28 (Featherston) to 114 (Greytown) in January.

### **7.6.2. Use of pools outside public hours**

The additional cost to SWDC to open the pools outside of the contracted public and school swimming hours is the cost of one or more lifeguards. This is charged to council at \$33/hour per lifeguard. Pool users willing to pay this fee can have the use of the pool outside of public hours, and we have notified sports clubs and teams that this option is available for training swims and social events. Greytown Senior Rugby was the first to take this up, with players enjoying regular Saturday morning sessions.

## **7.7 Events**

### **7.7.1. Featherston**

Completed events – 25 November – White Ribbon Day, Clifford Square, Featherston

12 December – Featherston Christmas Market, Featherston

18-29 January – Free School Holiday Programme, Card Reserve and Swimming Pool, Featherston

Future events – Tri-Featherston – Card Reserve and Featherston Swimming Pool

### **7.7.2. Greytown**

Completed events – 6 December, 3 January and 7 February 2016 – Greytown Country Market

23 January - Posh Pashley Picnic, at Stella Bull Park; Greytown

Future events – March Greytown Country Market at Stella Bull Park; Greytown Christmas Market at Greytown Town Centre

Wairarapa Balloon Festival, Soldiers Memorial Park, Greytown

### **7.7.3. Martinborough**

Completed events – November - Toast Martinborough

20 December – Martinborough Christmas Parade

21 January – Huri Huri, Martinborough Square

6 February – Martinborough Fair, Martinborough Square, Town Hall

Future events – Brew Day, Martinborough,

Wairarapa Balloon Festival, Martinborough Town Square

March 2016 – Martinborough Fair

Martinborough Round the Vines Fun Walk/Run

## 7.8 Libraries

No library statistics are available for December and January due to issues with the Kotui analytics software. This software is soon to be replaced, and staff training will take place over February and March.

The summer reading programme was very successful, with 110 enrolments at Featherston, 107 at Greytown and 91 at Martinborough. A summary of facts about the programme at Featherston was prepared by Meg Barnard, the Featherston programme co-ordinator, and is attached as Appendix 3.

## 8. Civil defence and emergency management

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

### 8.1 Key Performance Indicators

CIVIL DEFENCE AND EMERGENCY MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Ratepayers and residents prepared for an emergency	75%				
Regional Civil Defence Emergency Annual Plan achieved.	Yes				

### 8.2 Wellington Regional Emergency Management Office (WREMO)

#### 8.2.1. Update

- WREMO Wairarapa staff has been working with Masterton District Council to identify extra staff that are not normally involved in core council functions during an emergency to operate the EOC. MDC have come to the party and have allocated 18 staff to join the EOC and take part in the training program for 2016.
- Elected Members Emergency Management training has been offered to SWDC. The training has been delivered to other territorial authorities throughout the Wellington region and has proved to be a very useful session for elected members.
- A workshop for the South Wairarapa Community Boards outlining Emergency Management and Community Response Planning was delivered on 2 December 2015.
- An audit was carried out on all designated Civil Defence Centres in South Wairarapa.
- Identified and audited a number of potential Emergency Assistance Centres (formerly Welfare Centres) throughout the South Wairarapa including Tuhirangi Marae, Pirinoa Community Hall, Featherston Rugby Club and Featherston Community Centre.

- Community Response Planning is almost underway for Martinborough with the first working party meeting to be held next week, 22 February.
- Attended Martinborough Fair, 6 February 2016.

## **9. Appendices**

Appendix 1 Monthly water usage

Appendix 2 Waste exported to Bonny Glen

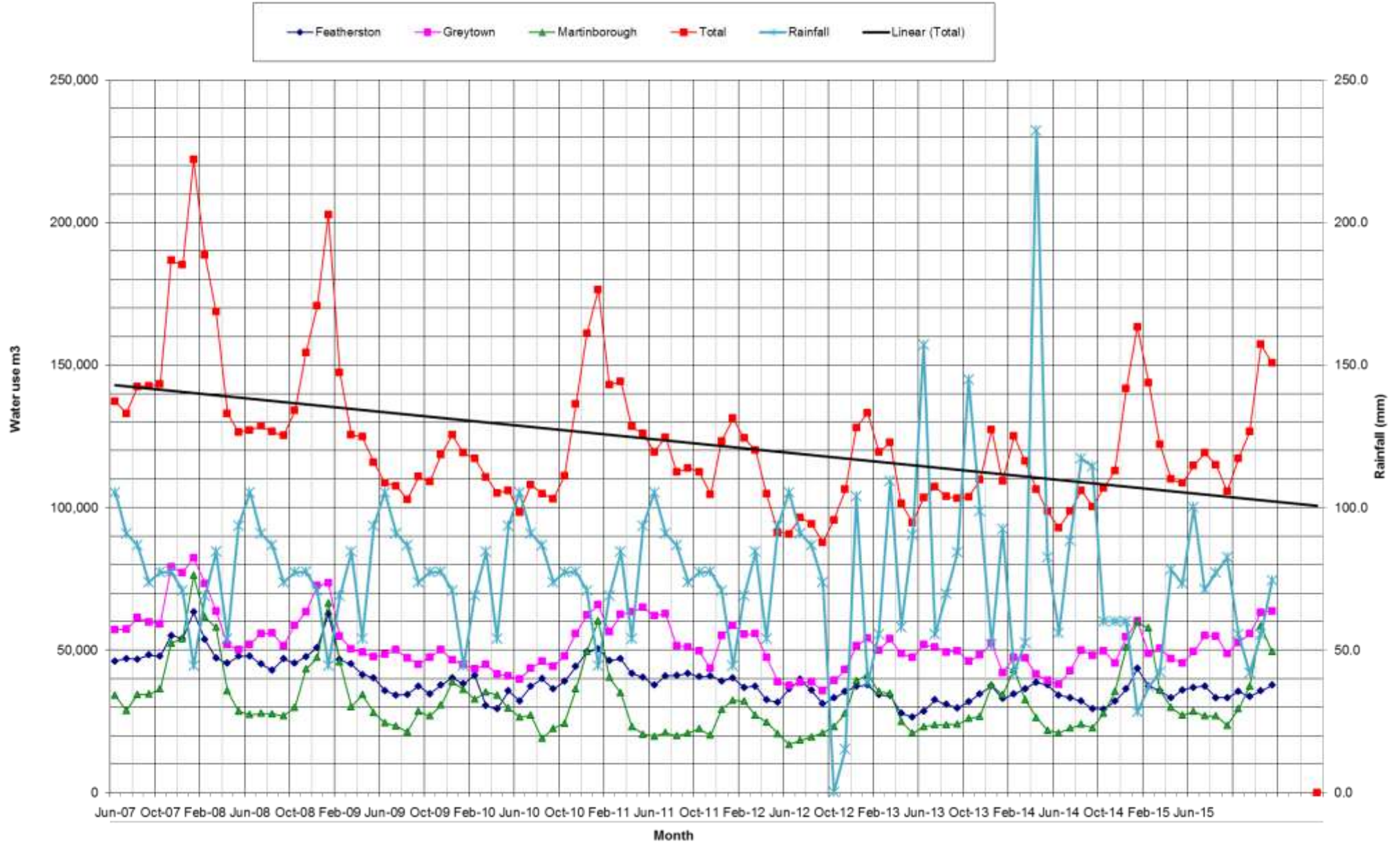
Appendix 3 Featherston Library Summer Reading Programme 2016

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed by: Paul Crimp, Chief Executive Officer

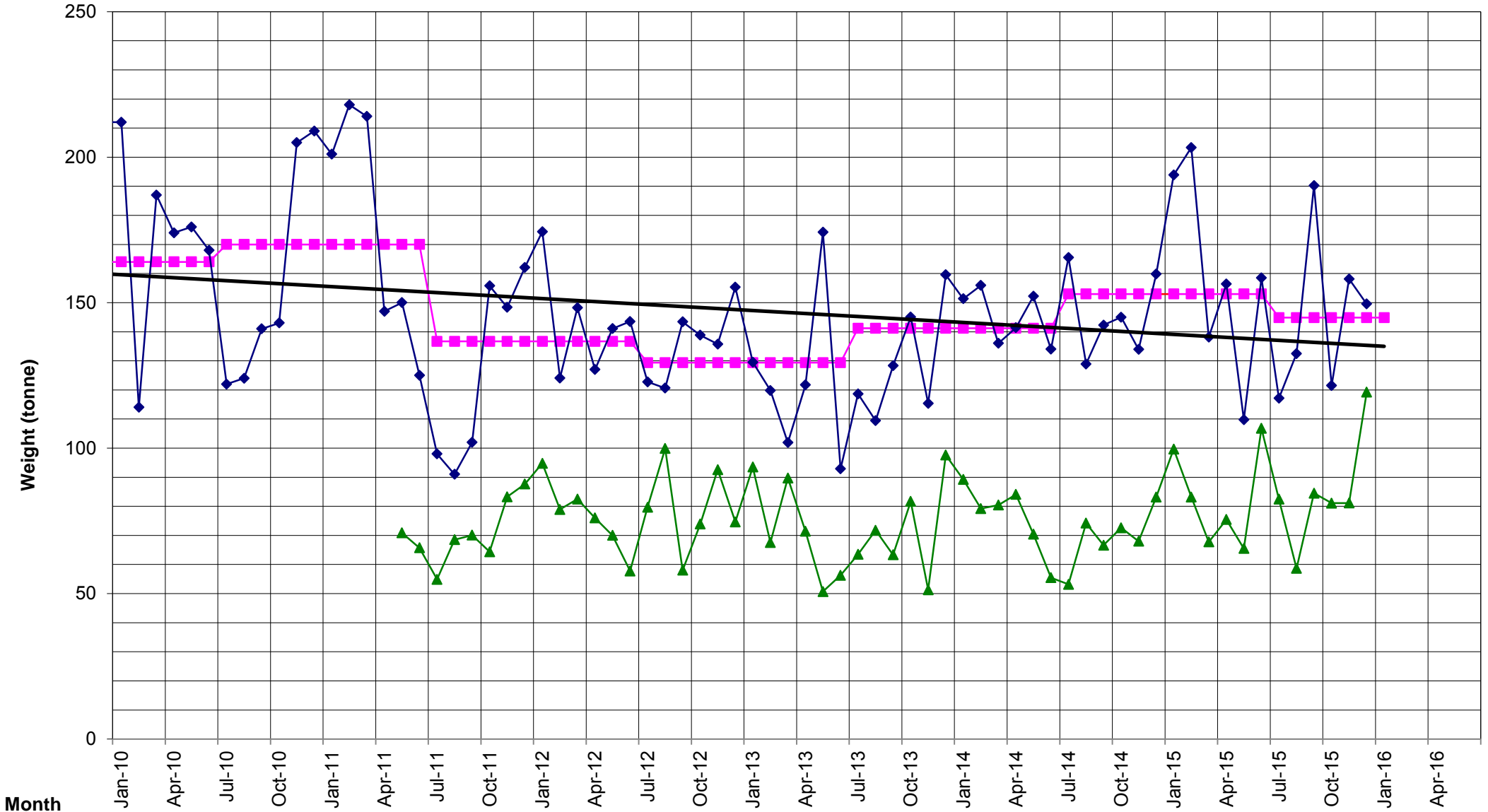
# **Appendix 1 - Monthly Water Usage**

### Water use South Wairarapa District Council



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

Monthly weight of waste transferred to Bonny Glen





# **Appendix 3 - Featherston Library Summer Reading Programme 2016**



## Entertainers



We had participants from many different schools, including the following Featherston schools:

School	No. of Participants
Featherston School	35
Kahutara	15
Montessori	1
South Featherston	12
St Teresa's	23
Bell St	9

We had 59 New Participants!



## Summer Craft



This year, we visited Bell St Early Learning Centre and Featherston School to do in-school report-ins

Upon completion of the programme children were awarded a book prize and certificate, to celebrate their participation.

## Reporting-In



## Christmas Craft



## iRead



OUR COMPLETION STATS WERE 92%!!



498 Report-Ins over the summer from ages 2-15!  
58.7 hours of talking to children!

Based on a 7minute report-in session

Featherston Library also ran a programme for Intermediate and College aged students....

## iRead



There was a great amount of participation this year, with 17 students enrolled, 29 book prizes earned and an awesome Zine Workshop!



For every three reviews completed in their journal, the iReaders got to choose a brand new book to keep

**A HUGE THANK-YOU TO OUR SPONSORS:**



Helping fund a better community



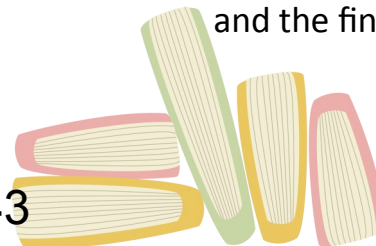
Summer Reading Programme 2016

At Featherston Library



The Featherston Library was buzzing with activity this summer with the Summer Reading Programme in full swing. 110 children took part in activities including reporting-in, craft events, story-teller shows and the finale.

This leaflet includes some facts and stats about what went on here at Featherston library.



# MARTINBOROUGH COMMUNITY BOARD

14 MARCH 2016

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## AGENDA ITEM 5.2

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### BANNERS POLICY

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#### **Purpose of Report**

To provide Community Boards the opportunity to feed back on the Banners Policy currently up for review.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the information.*
2. *Provide feedback on the policy.*

#### **1. Executive Summary**

The Banners Policy is up for cyclical review.

#### **2. Background**

All council policies are on a review timeframe the Banners Policy is presented to community boards as the main actioner of the policy content. This policy is set for adoption at the April Council meeting.

#### **3. Discussion**

The only change proposed subject to Community Board feedback for clarification is the addition of:

*"The Wairarapa Combined district plan Rule 21.1.16.G States the banners cannot be up more than 8 weeks before or 7 days after the event."*

#### **4. Conclusion**

Please review and provide feedback.

## **5. Appendices**

Appendix 1 – SWDC Banners Policy

Contact Officer: Kim Whiteman, Policy and Reporting Manager

Reviewed By: Paul Crimp, CEO

# **Appendix 1 – SWDC Banners Policy**





# STREET BANNERS AND FLAGS

## 1. RATIONALE

Council supports many events and organisations through the display of street banners and flags. To ensure a consistent approach for all organisations and groups, including Council, a flags policy is required to assist officers and Council determine priorities in display.

## 2. PURPOSE

1. To set out guidelines to Council's elected members and Council employees who are required to determine use of poles and brackets and what may be displayed.
2. To streamline the approach of taking bookings for street flags throughout the district.

## 3. GUIDELINES

1. To streamline the approach of taking bookings for street flags throughout the district, Council requires that anyone wanting to install street flags or banners make an application through the respective community board in writing. The application must include:
  - a. *The dates of installation and removal. The Wairarapa Combined district plan Rule 21.1.16.G States the banners cannot be up more than 8 weeks before or 7 days after the event.*
  - b. *Reason for installation, event details.*
  - c. *Description or picture of the banner or flag.*
2. While the respective community board approves and takes bookings for street flags it is the applicant's responsibility to arrange installation and removal of their flags on the applied dates by a Council approved contractor.
3. It is the responsibility of the applicant to maintain the standard of the flags during the installation period.
4. It is the responsibility of the applicant to reinstate flags previously hanging.

5. Due to the application being required to go to the appropriate community board for comment and allowing time for amendments in design (if required) and subsequent print times, applications must be received no later than forty (40) working days prior to the applied installation date.
6. Applicants (or the approved contractor) are required to supply a Traffic Management Plan at least five working days prior to the installation date.
7. Any deviation from the approved banner/flags or event signage without previous agreement with the respective community board may result in the removal of the banner/flag or event signage.
8. The applicant is responsible for all charges incurred by Council in the event of any emergency works necessary to make the street flags safe.
9. In determination of appropriate usage the community board will consider the following:
  - a. *Previous use and historical context.*
  - b. *The commercial or community nature of the event or occasion.*
  - c. *Cost recovery or financial support to the event or occasion.*
  - d. *The financial contributions made by or to the applicant present or historical.*
  - e. *To help make the design more effective it is recommended that:*
    - Graphics be simple and bold.
    - Text only be used where it forms part of the established image of the event or logo.
    - Text be large enough to be read from a distance and be kept to no more than a few words.
    - Dates and venues are best avoided, as they are difficult to read.
    - Montages, slogans and extended text should be avoided.
    - White backgrounds should be avoided as they soil easily and are difficult to see against the greyness of the winter weather, often inhibiting legibility.
    - Material deemed to be inappropriate or offensive to the community at large, or to any sector of the community, will not be permitted.
10. The community board reserves the right to refuse design applications at its discretion.



# MARTINBOROUGH COMMUNITY BOARD

14 MARCH 2016

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## AGENDA ITEM 5.3

### CHANGE TO ORDINARY MEETING SCHEDULE

#### **Purpose of Report**

To seek approval to change the ordinary meeting schedule for Martinborough Community Board.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the information.*
2. *Adopt the revised ordinary meeting schedule for Martinborough noting that the 18 April 2016 meeting is being replaced by a meeting on the 11 April 2016.*

#### **1. Executive Summary**

Due to chair absence on the 18 April 2016, it is proposed that the 18 April 2016 be rescheduled to the 11 April 2016.

#### **2. Legislative Requirements**

Schedule 7, cl. 19(6) of the Local Government Act permits an adopted schedule to be amended, but that an amendment to the schedule constitutes a notification of every meeting on the schedule or amendment.

The amended Martinborough Community Board schedule of ordinary meetings is included in Appendix 1 in fulfilment of this requirement.

#### **3. Appendices**

Appendix 1 – Amended Martinborough Community Board Schedule of Ordinary Meetings

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

# **Appendix 1 – Amended Martinborough Community Board Schedule of Ordinary Meetings**

**SOUTH WAIRARAPA DISTRICT COUNCIL**  
**PROGRAMME OF COUNCIL, COMMUNITY BOARD AND COMMITTEE MEETINGS 2016**

<b>MEETING</b>	<b>TIME</b>	<b>DAY</b>	<b>JAN 2016</b>	<b>FEB 2016</b>	<b>MAR 2016</b>	<b>APR 2016</b>	<b>MAY 2016</b>	<b>JUN 2016</b>	<b>JULY 2016</b>	<b>AUG 2016</b>	<b>SEP 2016</b>	<b>OCT 2016</b>	<b>NOV 2016</b>	<b>DEC 2016</b>
Martinborough Community Board	6:30PM	Mon		1	14	11	30		18	29		10	21	
Featherston Community Board	7:00PM	Tues		2	15	26		7	19	30		11	22	
Greytown Community Board	7:00PM	Wed		3	16	27		8	20	31		12	23	
Maori Standing Committee	6:30PM	Mon		15	21		2	13	25		5	17	28	
<b>COUNCIL</b>	9.30AM	Wed		24		6	18	29		10	21	26		14
Policy and Finance Committee	Follows Council	Wed		24		6	18	29		10	21	26		14

**NOTES:**

1. The dates of all other meetings will be separately notified
2. Wgtn Anniversary Day: Monday 25 January 2016
3. Waitangi Day: Monday 8 February 2016
4. Easter: Good Friday 25 March 2016 and Easter Monday 28 March 2016
5. Anzac Day: Monday 25 April 2016
6. Queen's Birthday: Monday 6 June 2016
7. Labour Day: Monday 24 October 2016

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## CHAIRPERSON'S REPORT

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### *Recommendation:*

*That the Community Board receive the report, discuss the issues raised and amend or accept the Recommendations.*

## 1. Meetings

### 1.1 **5<sup>th</sup> Feb 2016, Martinborough Men's Shed – Richard Geisler**

To discuss the Grant Application process. An application has since been received for consideration at our April meeting.

### 1.2 **10<sup>th</sup> Feb 2016, Infrastructure and Planning Working Party**

Including discussion around the Pre-consultation Draft Cycle Strategy, White Rock Road (Ushers Hill) and purchase of cameras suitable for night use by SWDC.

### 1.3 **24<sup>th</sup> Feb 2016, public participation at SWDC**

I spoke on behalf of the MCB at this meeting. It was great to see a unanimous decision to proceed with Stage 1 of the Waihinga Centre project. I would like to thank Her Worship the Mayor Adrienne Staples, Councillors, Paul Crimp, the Steering Group, and all SWDC staff and community volunteers who have worked so hard to get the project to this point.

### 1.4 **Looking Ahead**

22<sup>nd</sup> March – Local Government Commission on behalf of MCB

23<sup>rd</sup> March – Infrastructure and Planning Working Party

29<sup>th</sup> March (tbc) – Community Board Chairs

## 2. Discussion Points

### 2.1 **Facebook**

Given the contentious nature of the Waihinga Centre debate we agreed to take this page down in the run up to the SWDC meeting on the 24<sup>th</sup> February. We now need to consider what to do with the page going forward. Some points for consideration:

1. Whilst the page has proved useful and we have had some successes a review of recent posts and engagement shows the page is attracting questions which are better answered by SWDC than by MCB.
2. The page has attracted some trolling and personal attacks and comments, this was not envisaged when we agreed to start the page.
3. There is no requirement for Community Boards to be on Facebook.
4. The SWDC page has over 1,000 likes and is informative and well resourced.

#### *Recommendations:*

*- to leave the page unpublished but retain the URL, likes etc. should MCB wish to restart the page at a future date.*

*- to investigate the option of posting some MCB specific information on the*

SWDC FB page e.g. Grant Application process.

## **2.2 Unsolicited personal harassment**

It has come to my attention that individual members of the MCB have been publicly defamed, received unsolicited and unwanted Facebook Messages to their personal profiles and anonymous Text Messages, in relation to their role on MCB and sub-committees of SWDC. Whilst we have willingly accepted a public role this kind of harassment is unwarranted and inappropriate.

*Recommendation:*

*- Request advice from CEO as to how to deal with harassment and defamation and what support CB members can expect from SWDC where such harassment is arising from our roles on Community Board or other SWDC sub-committees.*

From: Mark Allingham - Group Manager Infrastructure Services  
<[Mark.Allingham@swdc.govt.nz](mailto:Mark.Allingham@swdc.govt.nz)>  
To: Councillors <[Councillors@swdc.govt.nz](mailto:Councillors@swdc.govt.nz)>, Featherston Community Board  
<[FeatherstonCommunityBoard@swdc.govt.nz](mailto:FeatherstonCommunityBoard@swdc.govt.nz)>, Greytown Community Board  
<[GreytownCommunityBoard@swdc.govt.nz](mailto:GreytownCommunityBoard@swdc.govt.nz)>, Martinborough Community Board  
<[MartinboroughCommunityBoard@swdc.govt.nz](mailto:MartinboroughCommunityBoard@swdc.govt.nz)>, Adrienne Staples - Her Worship the  
Mayor <[Adrienne.Staples@swdc.govt.nz](mailto:Adrienne.Staples@swdc.govt.nz)>  
Cc: Tim Langley - Roading Manager <[tim.langley@swdc.govt.nz](mailto:tim.langley@swdc.govt.nz)>, Paul Crimp - CEO  
<[paul.crimp@swdc.govt.nz](mailto:paul.crimp@swdc.govt.nz)>, Suzanne Clark - Committee Secretary  
<[Suzanne.Clark@swdc.govt.nz](mailto:Suzanne.Clark@swdc.govt.nz)>  
Date: Thu, 21 Jan 2016 22:44:43 +0000  
Subject: FW: Message from KM\_C654e

Hi All

Bruce has produced some maps on the current speed zones for all the towns as there has been some discussion on the amendment of some of the areas.

To amend the current speed zones the process is shown as below, it is suggested that should council wish to go through the process to determine whether some of the zones can be changed we look at all changes at the same time and do it as a single process.

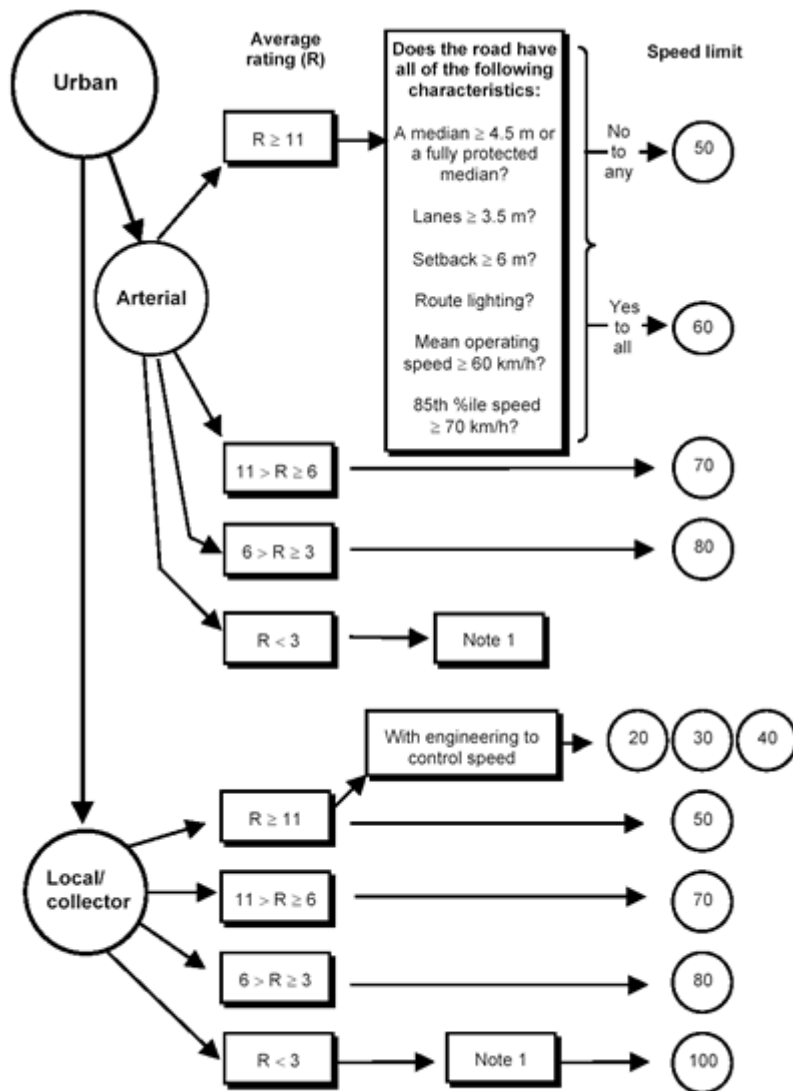
Some roads such as in Martinborough Jeilicoe out to Campbell could be look at to come down to 50 or regent and New York could be queried.

We can discuss this at the next I&P WP and should it be deemed necessary then take all roads in question though the determination process.

As you may be aware the use of limited speed zones required a council bylaw and has been widely published in the media around the legality of these zones.

<https://www.nzta.govt.nz/resources/rules/setting-speed-limits-2003/#s21>

Figure SLNZ4 Speed Limit Flow Chart – Urban



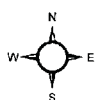
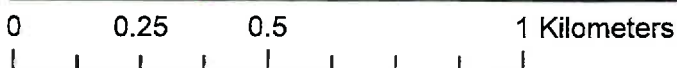
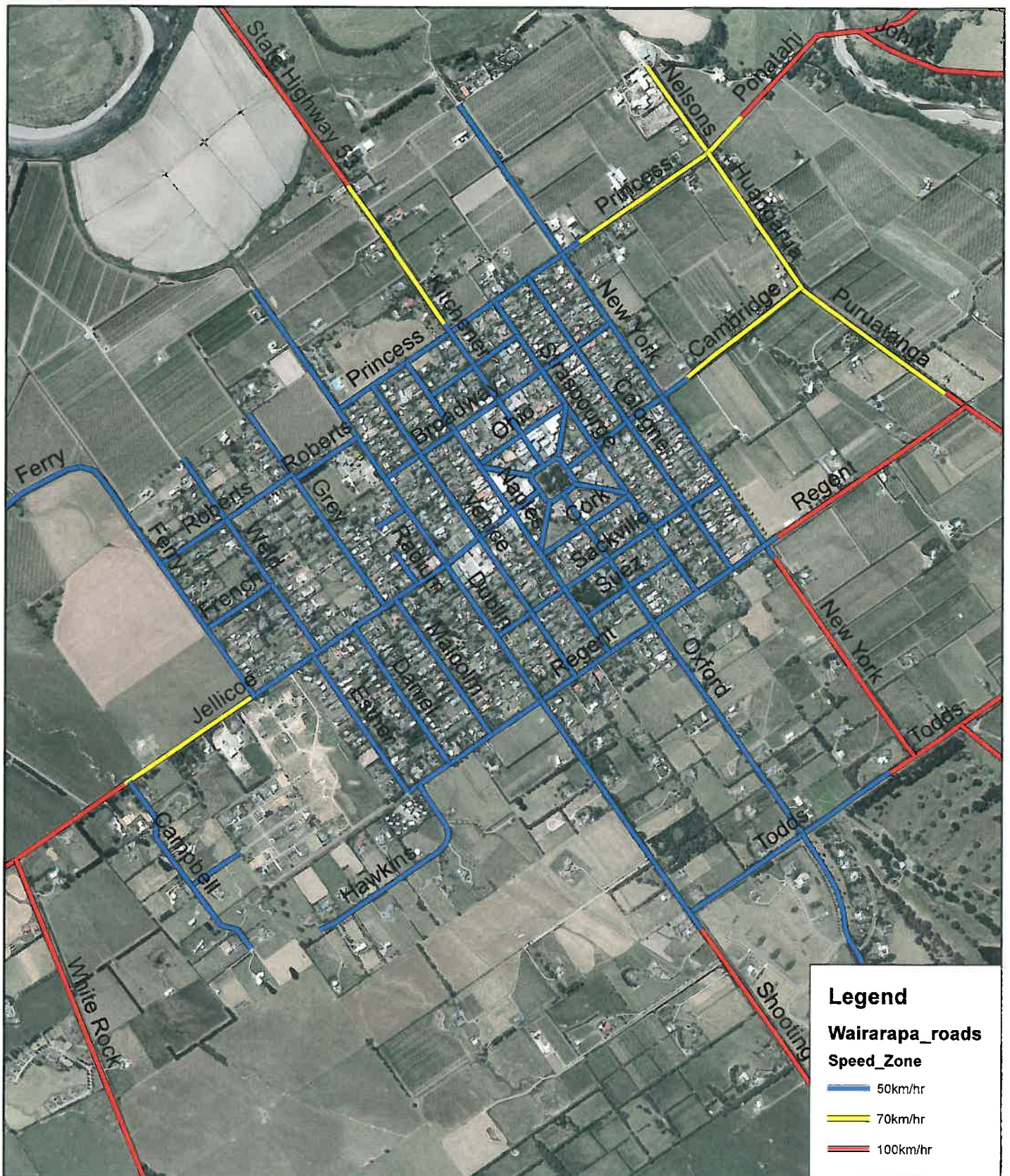
Regards

**Mark Allingham**

Group Manager Infrastructure Services  
South Wairarapa District Council



# Martinborough Speed Limits



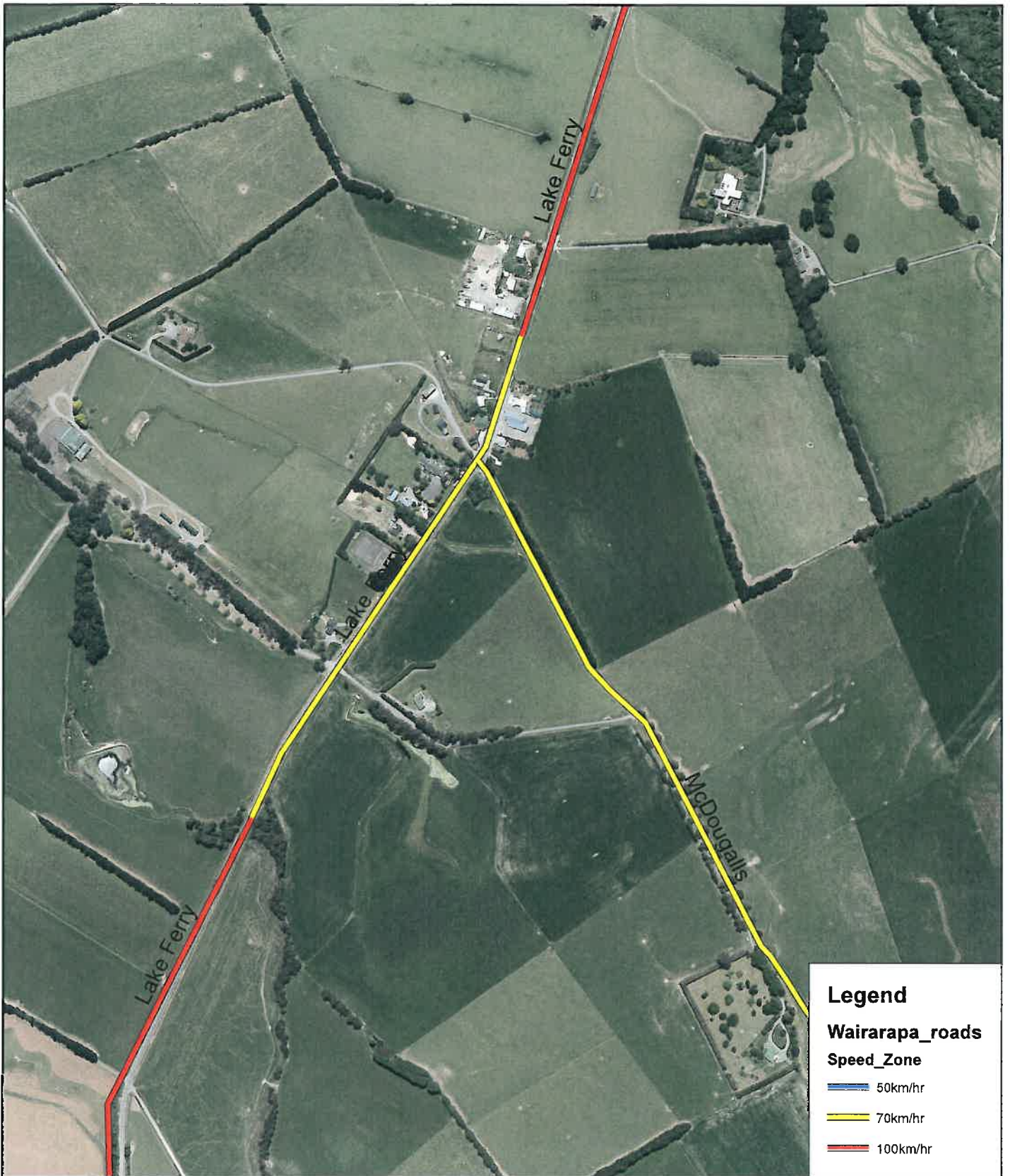
**DISCLAIMER**

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# Pirinoa Speed Limits

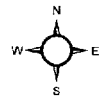
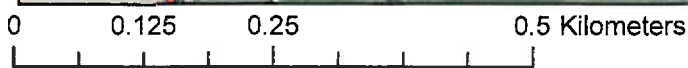


**Legend**

**Wairarapa\_roads**

**Speed\_Zone**

- 50km/hr
- 70km/hr
- 100km/hr



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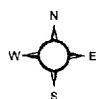


# Cape Palliser Speed Limits



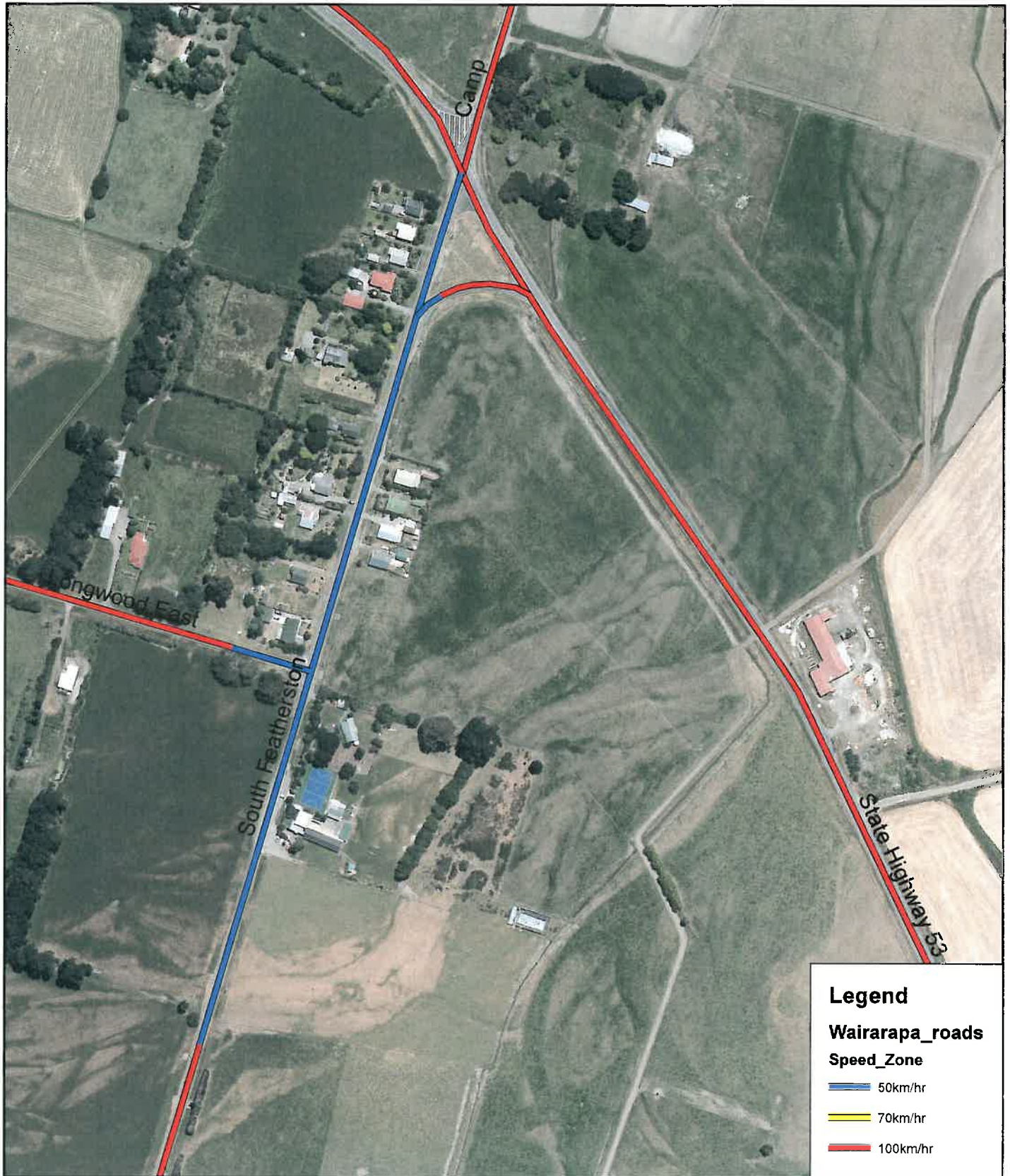
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# South Featherston Settlement Speed Limits

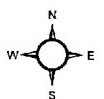


**Legend**

**Wairarapa\_roads**

**Speed\_Zone**

- 50km/hr
- 70km/hr
- 100km/hr



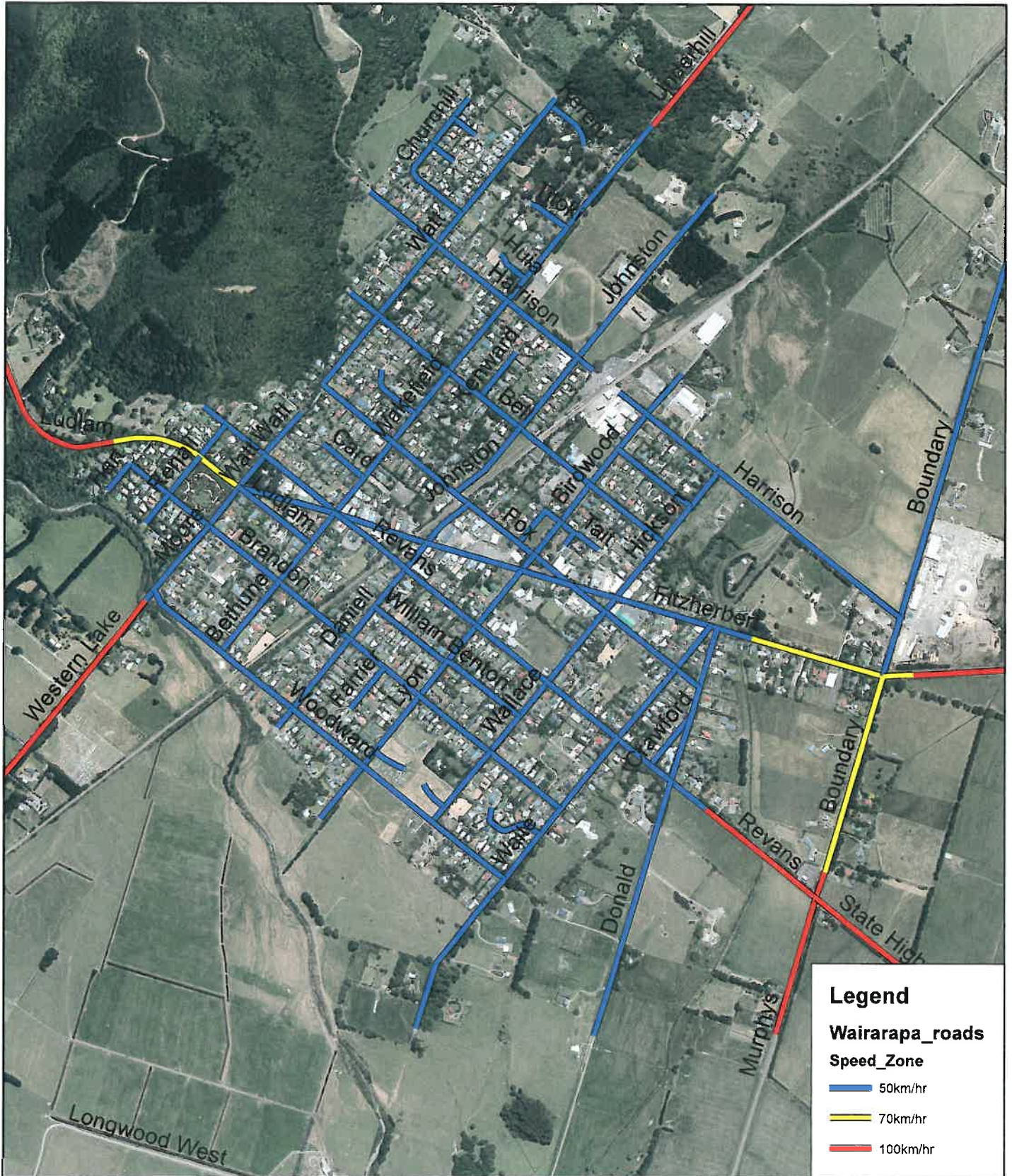
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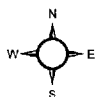




# Featherston Speed Limits



0 0.225 0.45 0.9 Kilometers



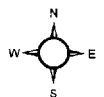
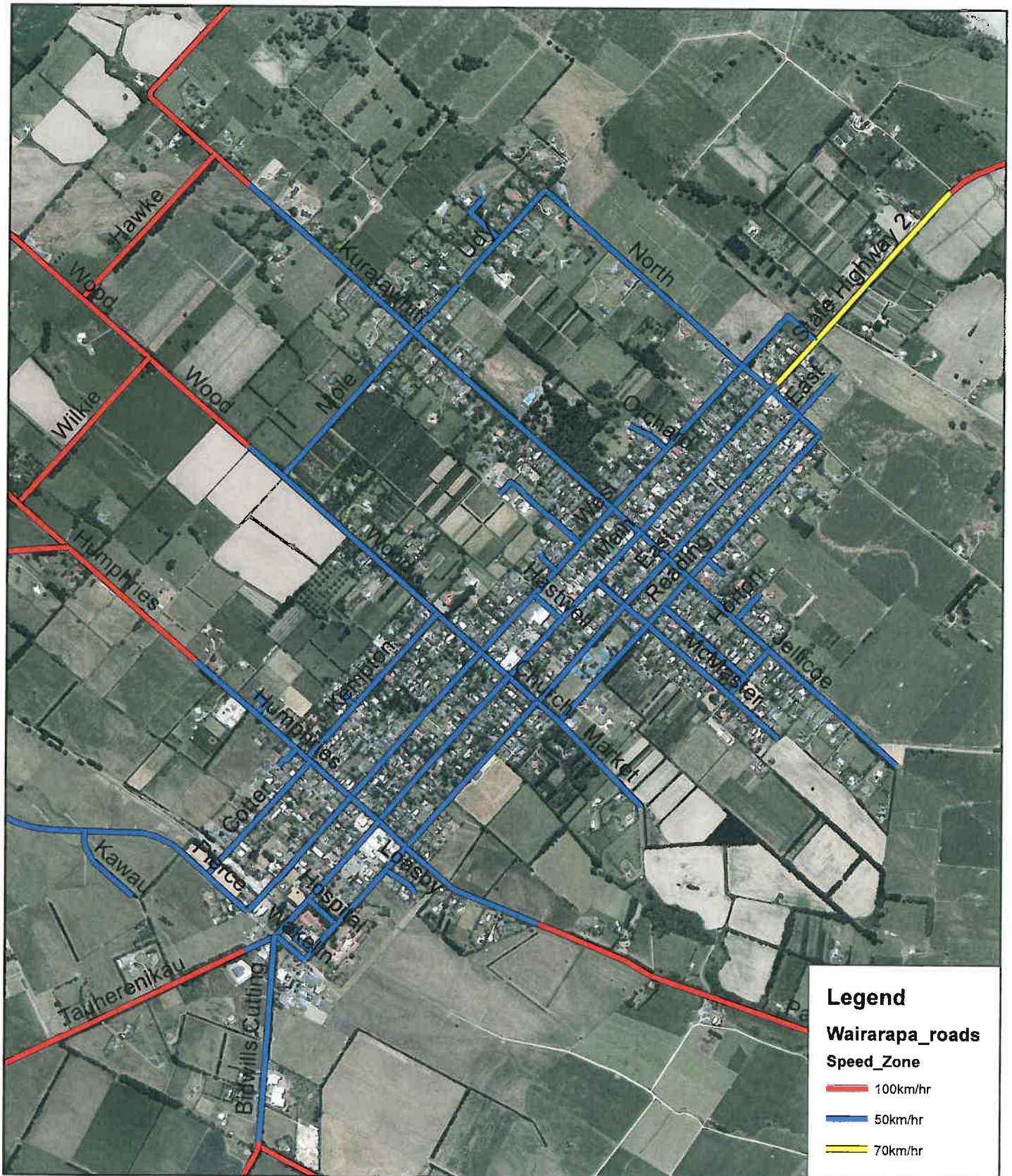
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# Greytown Speed Limits



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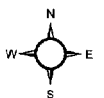




# Lake Ferry Speed Limits



0 0.075 0.15 0.3 Kilometers



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## STATEMENT TO SWDC

Following the presentation to Martinborough Community Board (MCB) by the Martinborough Ratepayers and Residents Network (MRRN) dated the 21 Jan 2016 and presented on the 1<sup>st</sup> February 2016, the Board has met to discuss the issues raised in the presentation and the request by MRRN to advocate on their behalf to SWDC.

Having reviewed our 3 year plan, the Martinborough Community Board has declined to advocate for the MRRN and would like to reiterate our unanimous support for the Waihinga Centre project.

MCB believes that the consultation process the Council has undertaken since 2011 has been robust and Council has confirmed to MCB that they have met all statutory requirements for consultation.

We strongly believe that the delivery of this project is an essential element in achieving the vision for Martinborough set out in our three year plan, adopted on 17 February 2014 with minor revisions adopted on 2 November 2015.

From: Patricia Higginson <trishhigginson@xtra.co.nz>

Date: 11 February 2016 at 11:48

Subject: Re: Community Board Decision

To: Lisa Cornelissen <martinboroughlisa@cornelissen.co.nz>, Martin Freeth <martin@freeth.co.nz>

Cc: Fiona Beattie <afbeattie@xtra.co.nz>, Julie Riddell <julie.riddell@swdc.govt.nz>, Max Stevens

<max.stevens@swdc.govt.nz>, Pam Colenso <pmcolenso@xtra.co.nz>, Victoria Read

<victoria@victoriaread.co.nz>, Adrienne Staples - Her Worship the Mayor

<adrienne.staples@swdc.govt.nz>, Stephen Church <stephenchurchnz@gmail.com>, Christine

Webley <cmwebley@gmail.com>, Bill Benfield <bilben@xtra.co.nz>, Adrienne Waghorn

<adywag@xtra.co.nz>, Paul Crimp - CEO <paul.crimp@swdc.govt.nz>, "Karen

karen@karengordy.com" <karen@karengordy.com>

Dear Lisa,

Thank you for the response to our request, I am sincerely disappointed the MCB has refused to advocate for us to SWDC.

My personal response:

After more than 12 months of attempting to raise issues with you regarding the Waihinga Centre project I am feeling completely disenfranchised and sadly now have absolutely zero confidence in our Community Board which I personally feel is disregarding community views and issues while ploughing ahead with an ill advised, unaffordable and out of control plan that is clearly not based on real community needs. My biggest issue is the financial risk SWDC are imposing on the South Wairarapa District, secondly the lack of effort to engage in real and meaningful consultation with the wider district.

The fact that nobody from MCB or Council attended our public meeting last night speaks volumes. It is now my confirmed belief that SWDC, the Steering Group and indeed the MCB are fixated on going ahead with a plan without a clear mandate from the Community - I can only speculate as to the real motive behind this resolution.

Our network will respond to your letter in time, but I have personally lost hope of any fiscally responsible actions from Council, however this will not deter me from my efforts to engage with the Martinborough community,

Sincerely disappointed,

Trish Higginson



## Martinborough Community Board

Chair: Lisa Cornelissen  
10 Dublin Street West  
Martinborough 5711  
028 2553 4857



10 February 2016

Martin Freeth and Trish Higginson  
Martinborough Ratepayers and Residents Network  
C/O 84 Dublin Street  
Martinborough 5711

Dear Martin and Trish

Thank you for your presentation at our 1 February Community Board meeting. We have considered your request that we consider options for the Town Hall and Community Centre and advocate on your behalf to South Wairarapa District Council (SWDC).

We considered your presentation against our three year plan with the conclusion that the current Waihinga Centre project delivers against all of our priorities. This fit is primarily due to the inclusion of multiple user groups within the Centre. The feasibility study undertaken in 2013 explored a number of options and involved extensive consultation with individuals and community groups, and also supports the multi-use approach. MCB also felt that the Waihinga Centre project met the principles put forward in your presentation.

Martinborough Community Board believes that the community has been properly consulted in a process that has been continuing since 2011. Council has confirmed to MCB that they have met all statutory requirements for consultation.

Supporting the MRRN's request would be unfair on the members of our community who have already engaged with consultation throughout this lengthy process.

Costings for the Waihinga Centre project have been thorough; a proposal is before SWDC that will not result in a targeted rate, with the extensive fundraising to date the Waihinga Centre project is affordable.

The decision to strengthen the Town Hall was taken some time ago by SWDC after community consultation. For the safety of all residents and visitors who use this facility, and the space around it, MCB believes that the strengthening work needs to be undertaken without further delay.

For the reasons outlined above, in a unanimous decision, the MCB has declined your request to consider other options and to advocate to SWDC on your behalf.

The paper presented to MCB has been referred to SWDC for consideration at their meeting on 24 February 2016.

Thank you once again for taking the time to present to us. As with all community groups please don't hesitate to contact us if there are any other community issues the MRRN would like us to consider.

Yours sincerely



Lisa Cornelissen  
Martinborough Community Board Chair  
[martinboroughlisa@cornelissen.co.nz](mailto:martinboroughlisa@cornelissen.co.nz)

## Martinborough Community Board

Chair: Lisa Cornelissen  
10 Dublin Street West  
Martinborough 5711  
028 2553 4857



16 February 2016

Zane Miltona  
Rural South Wairarapa Sports Inc.  
3390 Western Lake Road  
RD3  
Featherston 5773

Dear Zane

### **ASTRO TURF PROJECT**

On the 3 November 2014 the Martinborough Community Board pledged \$1,500 to you for the astro turf project at Kahutara School, subject to total funding requirements being met and a presentation to the Board being made when the project is nearing its funding goal.

As it is now 14 months since the Community Board considered your application, they have requested a written update on the project for their next meeting on the 18 April 2016 so they can determine whether the funds should be carried forward as reserved into the 15/16 year.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Suzanne Clark'.

Suzanne Clark  
Committee Secretary  
[Suzanne.clark@swdc.govt.nz](mailto:Suzanne.clark@swdc.govt.nz)

## Martinborough Community Board

Chair: Lisa Cornelissen  
10 Dublin Street West  
Martinborough 5711  
028 2553 4857



16 February 2016

David Pheasant  
Martinborough Lions Club  
C/O 16 Cologne Street  
Martinborough 5711

Dear David

### **COMMUNITY WORK IN CONSIDINE PARK**

At the Martinborough Community Board meeting on the 1 February 2016, Pam Colenso reported that the two bench seats in Considine Park had been fully installed and expressed her thanks to the Martinborough Lions Club.

The Board would like to formally thank your members for laying the concrete foundations and installing the seating as well as for clearing trees in the Park. The seats look fantastic and the Park is a wonderful asset for the community to enjoy.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Suzanne Clark'.

Suzanne Clark  
Committee Secretary  
[Suzanne.clark@swdc.govt.nz](mailto:Suzanne.clark@swdc.govt.nz)

Correspondence to SWDC from Martinborough Community Board

19 February 2016

Dear Adrienne,

Please find attached a letter from the Martinborough Community Board, which we request you to table at the SWDC meeting on 24<sup>th</sup> February.

Further to the statement from Martinborough Community Board (MCB) included in your papers (Agenda Item C1), I wished to expand on some of the reasoning behind our ongoing, unanimous support for the Waihinga Centre project and our decision not to advocate for the Martinborough Ratepayers and Residents Network (MRRN) or to ask SWDC to stop and consider other options.

I am writing to reiterate MCB's unanimous support for the current Waihinga Centre project, to share our view of the likely impact of an ambiguous or 'No' decision from SWDC at the meeting on the 24<sup>th</sup> February and to raise some issues that we would like SWDC to bear in mind when making their decision.

We view the risks of an ambiguous or No decision regarding the Waihinga Centre project as follows:

#### FUNDING

Loss of \$1.5m in community fundraising including donations from 102 businesses and individual ratepayers.

Loss of \$825k in funding from Lotteries, Trust House and Eastern and Central Trust.

Loss of credibility results in a reduced ability for Martinborough/SWDC to seek large grants from these community funders in the short to medium term.

#### GOODWILL

There is a real risk that the many volunteers (including the Steering Group) who have worked tirelessly to bring the Waihinga Centre project to this point will lose faith and walk away. In addition, existing donors would be highly unlikely to recommit funds to an alternative project.

#### CONSULTATION PRECEDENT

At a workshop following the MRRN's presentation to MCB we discussed the fact that many individuals have engaged in the consultation and feasibility process. We believe it would be manifestly unfair to reverse decisions SWDC have made to date, particularly the decision taken to save the Town Hall. We have been reassured by SWDC that consultation has been robust, we do not believe it is acceptable to ask those who have already engaged with SWDC during consultation to attend and reiterate their support at the SWDC meeting on the 24<sup>th</sup>. We therefore ask that Councillors consider all previous consultation as well as the voices of those speaking during public participation.

There are a couple of other issues that we believe SWDC should consider as part of this decision.

#### MISINFORMATION

We are deeply concerned that despite being informed that SWDC retained ownership of the Town Hall at our MCB meeting on 1 Feb, the MRRN knowingly and wilfully misinformed the 50 or so attendees at their public meeting on 10th February, stating that the Town Hall had been gifted to the Waihinga Trust.

#### COMMUNITY SUPPORT

We strongly believe that the majority of Martinborough Ward residents support the Waihinga Centre project. This view is supported by the level and number of donations, the support received from the Martinborough School, Plunket, Toy Library and other community groups, as well as the many conversations we have with residents on a daily basis.

Our position is clear and we urge South Wairarapa District Council to take the lead and accept and approve the officers' recommendations as stated in agenda item C1 Martinborough Town Hall and Waihinga Centre.