

MARTINBOROUGH COLONIAL MUSEUM

Documentation of Collection and Preparation of Mission Statement

Documentation spreadsheet

A draft of the spreadsheet that will be filled as the process of documenting the museum's collection proceeds is being prepared for the Trustees. It has been developed in collaboration with museum personnel colleagues who have extensive experience in museum cataloguing and databases. It's very much a working document.

Each object should be listed with the following information:

Registration. number *(for easy future reference -Perhaps a letter and number system eg TE for textiles, BO for book, then a number)*

Object title *eg socks, pair*

Brief description (including inscriptions or markings) [This could also include quantity] *eg two socks, cotton, blue with white trim, hole in heel of one.*

Keywords *eg socks, footwear, textile*

Dimensions *L x W*

Condition *Keep it simple. 'Fine', or if obvious damage or wear, a brief note eg hole in heel of one.*

Location *eg Master bedroom, dresser*

Location date *eg 14.5.13 (so we can track when items are moved)*

Provenance *If known*

Notes *eg This pair of socks is identical to pair in child's bedroom. May be same maker.*

Cataloguer *eg Christen McAlpine*

Date catalogued *eg 14.5.13*

Process

Start date. Ideally the week of April 29

Cost estimates

a) Documentation

Timeframe

This is based on a rough estimate of 500 collection items (including many multiples which will be listed as a single item). However, that is without any measuring or condition checking of objects themselves, which will be time-consuming. Therefore it is suggested 80 hours be budgeted. It is highly unlikely every object (or set of objects) will be documented, but after the first couple of days there would be a good idea of how far it has got.

It is estimated that managing the project will take approximately 10 hours total.

Total = \$2100

b) The museum's 'mission statement'

As previously discussed, this document will:

- state the aim of the Museum
- outline key objects and stories
- explain who the Museum is for
- offer ideas for interpreting the collection

Importantly, this document will form the basis of any funding applications that is made. For this it needs to be clear and persuasive, but based on thorough research and sound knowledge of best practice in NZ museums.

The work involved (museum visits, library/archive research, writing) is estimated to take 80 hours. This may need to be spread over 3 or 4 weeks. It is suggested that the document is reviewed before submission to the Trustees. The fee includes this revision.

Total = \$4,000

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Jen Craddock
68 Kent Street
Carterton 5713
mob 021 160 4713
hm 06 379 6134



Martinborough Community Board

Minutes 10 June 2013

- Present:** Pam Colenso (Chair), Jo Guscott, Adi McMaster, Heather Gibbs and Cr Max Stevens.
- In Attendance:** Paul Crimp (Chief Executive Officer), Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the South Wairarapa District Council Chambers, 19 Kitchener Street, Martinborough on Monday 10 June 2013 between 6:30 and 7:45pm.

PUBLIC BUSINESS

1. APOLOGIES

MCB RESOLVED (MCB 2013/24) to receive apologies from Cr Riddell and Mayor Staples.

(Moved Gibbs/Seconded Guscott)

Carried

2. CONFLICTS OF INTEREST

None declared.

3. PUBLIC PARTICIPATION

There was no public participation.

4. COMMUNITY BOARD MINUTES/EXPENDITURE

4.1 Martinborough Community Board Minutes – 29 April 2013

MCB RESOLVED (MCB 2013/25) that the minutes of the Martinborough Community Board meeting held on 29 April 2013 be confirmed as a true and correct record.

(Moved Colenso/Seconded McMaster)

Carried

4.2 Matters arising

Mrs Guscott advised that the roundabout at the playground was unable to be fixed and replacement equipment would be investigated.

4.3 Action items from previous meeting

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

DISCLAIMER

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

4.4 Income and Expenditure Statement
MCB RESOLVED (MCB 2013/26) to receive the Income and Expenditure Statement to 30 April 2013.
(Moved Gibbs/Seconded Guscott) Carried

5. OPERATIONAL REPORTS – COUNCIL OFFICERS

5.1 Officers' Report to Community Boards
MCB RESOLVED (MCB 2013/27) to receive the Officer's Report.
(Moved Cr Stevens/Seconded McMaster) Carried

6. PAIN FARM REPORT

6.1 Report from John Donald
Mrs Guscott undertook to thank John Donald for the report.
MCB RESOLVED (MCB 2013/28) to receive the Pain Farm Report.
(Moved Gibbs/Seconded Guscott) Carried

7. COMMUNITY BOARD – COUNCILLORS REPORTS

- 7.1 Town Centre Committee
Nothing to report.
- 7.2 Considine Park Committee
Mrs Guscott requested assistance with text for a Centennial Park sign.
- 7.3 Martinborough Town Hall Working Group
Cr Stevens advised that the Working Group were waiting for a response to a request for proposal letter written to Mr Bramley, a professional fundraiser.
- 7.4 Other Reports
Cr Stevens advised that Council had referred a submission from the Martinborough Colonial Museum Trust to the Community Board for project funding assistance consideration. The Community Board agreed to place the submission on the agenda for the next meeting and invite them to present their submission.
Cr Stevens advised that the Pain Farm house remained unleased and an open day for 6 July 2013 was being organised.
Mrs Colenso reported that the Lionesses had asked the Community Board to recommend a project for funding consideration.
Mrs Colenso provided an update from the Local Government Community Board conference attended.
MCB NOTED:
1. Action 353: Officers to investigate the possibility of reducing the speed on Huangarua Road where it meets Puruatanga Road (where Ata Rangi Vineyard is situated); M Allingham

DISCLAIMER

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2. Action 354: Investigate signs around the Martinborough Square (some on poles, some sandwich boards) to determine whether they meet District Plan sign requirements; V Tipoki

8. DEFIBRILLATOR LOCATIONS

Mrs Colenso undertook to complete the defibrillator locations list for Martinborough.

9. MBA TOWN HALL/PAIN FARM EXPENDITURE

The Community Board discussed the proposal to contribute funds to the Martinborough Town Hall refurbishment and agreed that a donation would meet the requirements of the Pain Farm Protocol.

MCB RESOLVED (MCB 2013/29):

1. To receive the Pain Farm Protocol.
(Moved Colenso/Seconded Guscott) Carried
2. To recommend to Council that a grant from the Pain Farm Estate for \$50,000 in the 13/14 year and \$50,000 in the 14/15 year be made to the Martinborough Town Hall Working Group for the purpose of hall refurbishment.
(Moved Colenso/Seconded McMaster) Carried

10. CORRESPONDENCE

Mr Crimp advised that the street cleaning contract had been awarded to City Care commencing 1 July 2013 and service improvement was expected.

10.1 Inwards

From Patricia Hill to Acting Chief Executive dated 15 April 2013.

MCB RESOLVED (MCB 2013/30):

1. To receive the inwards correspondence.
(Moved McMaster/Seconded Guscott) Carried
2. Action 355: Write to Patricia Hill providing her with an update on street cleaning services and advise that the matter was discussed at the Martinborough Community Board on the 17 July 2013; M Allingham
3. Action 356: On behalf of the Martinborough Community Board write to David Kershaw and congratulate him on the community award received; Pam Colenso

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

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**Martinborough Community Board
Action Items
From 10 June 2013**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
640	MCB	19-Nov-12	Action	Mark	Prune trees alongPuruatanga and Huangarua Roads	Open	Email to Pam 29/4- awaiting report from Treescape, contractors to Powerco. Providing report with cost options for Council. Once report to hand will discuss with City care and present options to Community Board. 6/6 Send report to community board, Officer looking into options. 5/7 Waiting on Information from Contractor, prices to be advised.
19	MCB	28-Jan-13	Action	Mark	Before the Pony Club lease is signed, undertake a walk over Considine Park with the Pony Club to ensure facilities are at an appropriate standard and then benchmark this standard for future inspections	Open	Max – remind no grazing at the park. Putting equipment away after use each time, keeping arena weed free, keeping shed maintained should be put in terms of lease. Expecting to do the walk-through before end of April. 6/6 Walk through still to be done. 28/6 Ongoing. 5/7 Ongoing
114	MCB	11-Mar-13	Action	Mark	Obtain quotes for purchase and erection of a shade sail suitable for Martinborough Swimming Pool	Open	Awaiting advice from Cnr Stevens as to location site. Two possible locations identified and priced- pricing information yet to be forwarded to MCB. 6/6 Have received pricing. Proposed to pay out of Pain Farm, this needs a report written and community board to approve. 04/07 Discovered problems with the pricing so will re-price and report to MCB at August meeting 5/7 Quote has gone back to be re-quoted as was to high. Report due for next MCB meeting in Aug
216	MCB	29-Apr-13	Action	Mark	Follow-up Considine fencing quotes and work start dates. Follow-up new seating request for Martinborough Square	Actioned	Fence - officer has arranged invites for tender which close 17 May with a specified contract period of 2mths. Seats- estimate cost of purchase, plus freight and installation would cost approx \$28,000 excl GST for Fel Group design seats sent to MCB 29/4 await response. 6/6 Have received quotes and contract has been awarded.

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
351	MCB	10-Jun-13	Resolution	Paul	MCB RESOLVED (MCB 2013/29): 1. To receive the Pain Farm Protocol. (Moved Colenso/Seconded Guscott) Carried 2. To recommend to Council that a grant from the Pain Farm Estate for \$50,000 in the 13/14 year and \$50,000 in the 14/15 year be made to the Martinborough Town Hall Working Group for the purpose of hall refurbishment. (Moved Colenso/Seconded McMaster) Carried	Actioned	Approved by Council at AP hearing of 10 June 2013
353	MCB	10-Jun-13	Action	Mark	Officers to investigate the possibility of reducing the speed on Huangarua Road where it meets Puruatanga Road (where Ata Rangi Vineyard is situated);	Actioned	5/7 Speed will be reviewed in the Roads Asset Mangement plan in 2016
354	MCB	10-Jun-13	Action	Vanessa	Investigate signs around the Martinborough Square (some on poles, some sandwich boards) to determine whether they meet district plan sign requirements	Actioned	Under the Martinborough Square Management Plan all signs require Council permission. Officers have phoned and written to businesses responsible and the signs are being removed.
355	MCB	10-Jun-13	Action	Mark	Write to Patricia Hill, provide her an update on street cleaning services and that the matter was discussed at the Martinborough Community Board on the 17 July 2013	Actioned	5/7 Letter written, waiting for approval then will be sent.
356	MCB	10-Jun-13	Action	Pam Colenso	On behalf of the Martinborough Community Board write to David Kershaw and congratulate him on the community award received	Open	

<i>Martinborough Community Board</i>	
<i>Income & Expenditure to 31 May 2013</i>	
<u>INCOME</u>	
Balance 1 July 2012	38,078.79
Annual Plan 2011/13	19,020.00
Flag Money - Sold by The Mayor	52.17
TOTAL INCOME	57,150.96
<u>EXPENDITURE</u>	
Members' Salaries	7,516.52
Total Personnel Costs	7,516.52
AP RF111 Ngawi Plantings & Irrigation	1,500.00
AP Mr A R Matthews RF323 Materials for Picnic table	1,564.00
AP Local Governmen 2012/13 Annual Community Board Levy	166.68
AP Fairfax Media Barrell race	51.20
AP Ms P J Broom Reimb Fireworks & Portaroo costs	642.26
corr coding Fairfax media road closures corr	89.60
AP A McMaster-Full reg & bbq	682.61
Community Board Conference	124.34
Community Board Conference	16.52
Community Board Conference	16.52
Community Board Conference	124.34
Community Board Conference	124.51
AP Tree Top Flower Wreaths for ANZAC Day	100.00
Community Board Travel Exps	321.85
Total General Expenses	5,524.43
Transfer funds to MBA Town Hall donation to MBA Town Hall	1,000.00
AP Martinborough B 1/2 share traffic mgmnt plan	182.50
AP NZ Council of V Grant from Mbo Community Brd	500.00
AP Martinborough B Grant Mbo Olive Harvest 2013	1,150.00
Total Grants	2,832.50
TOTAL EXPENDITURE	15,873.45
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	41,277.51
<u>LESS: COMMITMENTS</u>	
Salaries to 30 June 2013	888.48
Funds for walkway	5,000.00
Tora Picnic table and concrete	766.00
Total Commitments	6,654.48
BALANCE TO CARRY FORWARD	34,623.03

MARTINBOROUGH COMMUNITY BOARD

15 JULY 2013

AGENDA ITEM 5.1

OFFICERS' REPORT

Purpose of Report

To update the Community Board/Committee on Council activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receives the information.*

Chief Executive Officer

1. Executive Summary

The past six weeks have certainly been busy however routines are now settling down a bit.

As advised earlier, Vanessa Tipoki has tendered her resignation for personal reasons.

Vanessa has done an excellent job in her group manager role. An advertisement has been placed for a replacement, on a full time basis.

The submission to the Local Government Commission was lodged on 22 May 2013. The commission has considered and accepted the application.

Key meetings attended have included:

- Chief Executive Forum
- WREMO
- Rural and Provincial
- Governance

The annual plan is presented for adoption under a separate paper following the usual round of public consultation and submissions.

2. Discussion

2.1 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 11 February 2013, and excludes multi ownership Maori land.

Date	Amount \$'000	Number	Days since instalment due	SWDC component \$'000 (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	913	740	27	\$739

These levels are disappointingly high. Follow up letters have been sent.

An additional "annual" penalty is applied to all outstanding amounts as at 30 June – this is applied in the first couple of weeks of July.

Following the application of this penalty we will be writing to those who have an interest in any of the properties (e.g. mortgagors) demanding payment.

As has been requested by Council, a more aggressive approach will be taken on arrears.

2.2 Sandy Bay

A draft lease has been sent to Hiwi Trust and we are awaiting feedback.

2.3 Annual Plan

The annual plan public consultation process has been completed and the Draft Annual Plan was adopted by Council on the 26 June 2013.

2.4 Governance

The application from the Wairarapa Councils was delivered to the Local Government Commission on 22 May 2013.

The Commission accepted the application and at its meeting of 13 June 2013, agreed to assess the application.

The Commission identified the “community of interest” as being the whole Wellington region. One of the tests in deciding whether to accept and assess the application was that the application had to show demonstrable community support across the “community of interest”, i.e. the whole region. This is a significant hurdle and it is comforting to know that the application was prepared in such a manner as to demonstrate this. A credit to the working party.

The covering letter and decision paper are attached as Appendix 1.

The working party is now gearing up to address any matters the Local Government Commission.

The working party has also raised with officers the issue of relooking at shared services and what progress can be made on these. A preliminary paper was presented to the 11 June meeting.

2.5 Chief Executives Forum/Rural & Provincial

I attended the above meetings and the key message from both was the amount of work Government was doing in the local government sector.

There are seven key workstreams:

- RMA
- Development Contributions
- Liquor
- 3 Waters
- Irrigation
- Productivity Commission
- Better Local Government

There was an interesting discussion on earthquake strengthening and the debate around having to strengthen to either 34% or 67% of code. While there was nothing definitive, apparently there is going to be a determination from the Minister issued sometime around November 2013 to clarify the issue.

2.6 LGOIMA Requests

Since the last report to Council we have received three LGOIMA requests – they were seeking data on cemeteries; dog registration and data on all our liquor licence holders.

3. Appendix

Appendix 1 – Letter from Local Government Commission

Contact Officer: Paul Crimp, Chief Executive

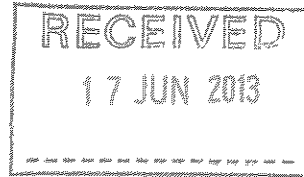
Appendix 1 – Letter from Local Government Commission



Local Government Commission

Mana Kāwanatanga ā Rohe

17 June 2013



Paul Crimp
Chief Executive
South Wairarapa District Council
PO Box 6
Martinborough 5741

Dear Paul

Decisions on the Wairarapa Councils' (Masterton, Carterton and South Wairarapa) local government reorganisation application

I refer to the Wairarapa Councils' application for reorganisation of local government in Wairarapa lodged with the Commission on 22 May 2013, under clause 3 of Schedule 3 of the Local Government Act 2002 (the Act).

This is to inform you that at its meeting on 13 June 2013, the Commission, after careful consideration of the material provided in the application and subsequently, agreed, pursuant to clause 6 of Schedule 3 of the Act, to assess the application.

Before proceeding to assess the application, however, the Commission, pursuant to clause 8(1), must first be satisfied there is demonstrable community support in the district of each affected territorial authority for local government reorganisation in the area. This is also to inform you that the Commission was satisfied in this regard.

I have enclosed a copy of the detailed decisions and explanations on these matters. I draw your attention to the Commission's decision that the wider Wellington Region is considered to be the 'affected area'.

The next stage of the process involves the Commission advising the affected and adjoining local authorities of these decisions, publicly notifying the application and seeking alternative applications under clause 9 of Schedule 3. I advise that the Commission has decided to defer public notification of the application and invitation for alternative applications pending expected receipt and consideration of a further reorganisation application(s) relating to Wellington Region.

I will write to you to inform you of the call for alternative applications as required by clause 9 of Schedule 3 of the Act, when a date for public notice and call for alternative applications has been decided.

The Commissioners would now like to meet with the mayor and councillors of your Council to provide them with an opportunity to meet the Commissioners and for the Commission to set out the next steps and possible timeline in the reorganisation process. One of my staff will contact you to arrange this meeting.

If you wish to discuss any part of these decisions please feel free to contact me on (04) 460 2202 or Gavin Beattie on (04) 460 2204.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Donald Riezebos', with a long horizontal stroke extending to the right.

Donald Riezebos
Chief Executive Officer



LOCAL GOVERNMENT COMMISSION MANA KĀWANATANGA Ā ROHE

Decisions of the Commission under clauses 6 and 8 of Schedule 3 of the Local Government Act 2002 on an application by Masterton, Carterton and South Wairarapa District Councils for reorganisation of local government in Wairarapa

Introduction

1. On 22 May 2013 the Local Government Commission received an application from Masterton, Carterton and South Wairarapa District Councils (herein the Wairarapa councils), under clause 3 of Schedule 3 of the Local Government Act 2002 (the Act), for reorganisation of local government in the Wairarapa. Specifically the application is for the three Wairarapa councils to be united and to assume the powers of a regional council i.e. to become a unitary authority. The application proposes that the unitary authority comprise a mayor and twelve councillors elected from seven wards to ensure good geographical distribution and local participation with no councillors elected at large. It also proposes the use of committees to address matters of special interest, such as Māori issues and rural issues.
2. At a meeting on 13 June 2013, the Commission considered the application and made a number of decisions pursuant to Schedule 3 of the Act. The purpose of this document is to set out those decisions and the reasons for them, and to identify the next steps which the Commission must take.

Decisions

3. At its meeting on 13 June 2013, the Commission:
 - a) declared, under clause 2(c) of Schedule 3 of the Local Government Act 2002, that the affected area in respect of the Wairarapa councils' application is the area comprising Wellington Region as presently constituted
 - b) agreed, under clause 6 of Schedule 3, to assess the application
 - c) agreed, under clause 8(1) of Schedule 3, that the Commission has sufficient information to be satisfied there is demonstrable community support in the district of each affected territorial authority for local government reorganisation in Wellington Region
 - d) decided to defer public notification of the application and invitation for alternative applications pending expected receipt and consideration of a further reorganisation application(s) relating to Wellington Region.

Reasons for the decision

4. The Commission was required under clause 6 of Schedule 3 to consider the application as soon as practicable after receiving it, which was on 22 May 2013, and to decide whether or not to assess the application.
5. Clause 7 sets out the grounds on which the Commission may decline to assess an application. The Commission found that none of these grounds applied in respect of the Wairarapa councils' application.
6. Among other things, the Commission was required to consider information provided demonstrating community support in the district of each affected territorial authority for the application. In order to satisfy itself on this requirement, the Commission needed to determine which were the affected territorial authorities.
7. An affected territorial authority is, under the amended section 5 of the Act, a territorial authority that contains an affected area. An affected area is defined under clause 2 of Schedule 3 and includes an area that would be included in a new or different local authority if the reorganisation were to proceed. On this basis, the Commission agreed that the affected areas included the districts of Masterton, Carterton and South Wairarapa.
8. The Commission also agreed that the small part of Tararua District currently within Wellington Region but proposed to be transferred to Manawatu-Wanganui Region was also an affected area.
9. Under clause 2(c), the Commission, after careful consideration, agreed that the Greater Wellington Regional Council (GWRC) would be materially affected in terms of its operational scale, scope and capability, if local government was to be reorganised in accordance with the application because:
 - 88 staff¹ (21% of GWRC staff) would be affected by the Wairarapa proposal and this is a significant proportion of GWRC staffing numbers which would materially affect the *scale* of the council's operations
 - the area of land GWRC would administer would reduce by 72%, which would affect the extent of the environmental management and flood management operations (i.e. *scope*) by covering a significantly reduced land area
 - the reduction in its area and in these functions could affect GWRC's ability to attract and retain specialist staff in functions that in future were primarily provided in Wairarapa, which would impact on the *capacity* of GWRC.
10. On the basis that GWRC would be materially affected, the Commission declared the areas of the territorial authorities comprising the balance of Wellington Region also to be affected areas.

¹ These are staff that GWRC has identified as being located in Masterton.

11. Having agreed the affected areas and therefore the affected territorial authorities, the Commission was then in a position to assess whether there was the required information demonstrating community support in the district of each affected territorial authority for the application. For this purpose it considered the following information:
 - the results of a Wairarapa Governance Review Working Party consultation exercise between December 2012 and February 2013
 - an independent Wellington-region-wide public opinion survey of all eight territorial authority areas undertaken by Colmar Brunton in June/July 2012
 - other local authority public consultation exercises indicating a level of support for a stand-alone Wairarapa council
 - letters of support from Māori/iwi based in Wairarapa
 - letters of support from the mayors of three territorial authorities in Wellington Region.
12. In respect of the areas of Tararua District currently within Wellington Region, the Commission received information demonstrating community support for the application as follows:
 - support from the largest landholder in the area
 - local authority support for the present Masterton boundary becoming the new regional boundary
 - an email from forestry interests in the area supporting the proposed regional boundary change.
12. On the basis of the above information, the Commission came to the conclusion that there was sufficient information demonstrating community support for the application in the districts of all the affected territorial authorities. The Commission also concluded that the application included all the other information required by clause 5(1). As there were no further grounds to decline to assess the application, under clause 7, the Commission agreed it would assess the application.
13. Prior to proceeding to assess and application, however, the Commission must next be satisfied, under clause 8(1) of Schedule 3, that there is demonstrable community support in the district of each affected territorial authority for local government reorganisation in the affected area. (NB this requirement is different from the community support *for the application* set out under clause 5(1)(f) of Schedule 3 referred to above.)
14. At its meeting on 13 June 2013, in addition to deciding whether to assess the application, the Commission also considered whether it had sufficient information to satisfy itself under clause 8(1). It concluded it did have sufficient information. The basis for this decision was the numerous consultation exercises that had occurred in Wellington Region over recent times. This included an independent Wellington-region-wide public opinion survey of all eight territorial authority areas undertaken by Colmar Brunton in June/July 2012. Based on this survey, there is evidence of support in each affected territorial authority for some form of local government reorganisation.

Relevant matters the Commission took into consideration

- 15 In its considerations relating to community support, the Commission took into account whether community support was demonstrated or was demonstrable in each of the affected areas, and whether the support was demonstrated or demonstrable from organisations and individuals located within the affected areas and/or representing parts of those areas.
- 16 The Commission noted that the evidence demonstrating community support did not need to indicate a particular level or type of support in the affected area, this includes whether there was majority support, as this is not a requirement in the Act.
- 17 As a result, and being satisfied with the level of information provided, the Commission considered it did not need to undertake any consultation of its own at this time.
- 18 As part of its consideration in future, as to whether to proceed to issue a draft reorganisation proposal and then a final proposal, the Commission will need to continue to assess levels of community support for local government reorganisation in Wellington Region and for particular options that may be identified during the process. At each step in this process the Commission will need to continue to satisfy itself on the existence of demonstrable community support.

Next steps

- 19 Having agreed to assess the Wairarapa councils' application and satisfied itself there is demonstrable community support in the district of each affected territorial authority for local government reorganisation in the affected area i.e. Wellington Region, the Commission is next required to take certain prescribed steps.
- 20 In the meantime, GWRC has advised the Commission that it intends lodging a reorganisation application relating to Wellington Region. In light of this advice, the Commission has decided to await receipt of this application and consider whether it meets necessary requirements, with a view to carrying out required public notification of both the Wairarapa application and any further Wellington application concurrently.
- 20 Accordingly the Commission has agreed to proceed, as required, to advise the Wairarapa councils and affected local authorities of its decisions in relation to the Wairarapa application. It will consider at its next meeting the appropriate timing to carry out the following further steps:
 - advising each local authority that adjoins an affected local authority and any other person, body or group the Commission considers should be notified, of the Commission's decisions
 - giving public notice of:
 - receipt of reorganisation application(s) including the type of reorganisation(s) proposed, local authorities affected and extent of the affected area
 - where further information about the application(s) can be obtained
 - an invitation for persons, bodies and groups to submit alternative applications in relation to the affected area
 - when alternative applications must be received by.

PLANNING AND ENVIRONMENT GROUP REPORT

1. Planning

1.1 Resource Consents

1.1.1. Consent Statistics

Officers received 13 resource consent applications from 01 May 2013 to 12 June 2013 and also processed 13 applications in that period, all within statutory timeframes. Officers now provide detailed fortnightly updates on all consents direct to Councillors, Community Board and Maori Standing Committee members, so consent details are not listed here.

1.2 Community Outreach

1.2.1. Community Projects

Planner Russell Hooper has organised Council staff to participate in local Wairarapa Moana planting days on 12 June and 26 June 2013. Council is a member of the Wairarapa Moana Management Team and officers have indicated they wish to take a more active role in the Council-sponsored events benefiting local communities. The Planning department will continue to organise volunteers for these events which are positive for staff morale and help the community get to know their Council staff members in a social and philanthropic environment.

2. Building

2.1 Building consents

Processing statistics for: 1 May 2013 to 31 May 2013

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	46	412	34	N/A
Consent processing performance (within 20wd's)	98%	97.84%	82.98%	90%
COA processing performance	N/A	N/A	N/A	N/A
CCC processing performance	100%	98.56%	100%	100%

COA Certificate of Acceptance

CCC Code Compliance Certificate

Consents granted by project

Type	No. of consents	Value
New Shops	1	180,000
New Tunnel Houses & Glasshouses	1	5,000
Factories - alterations & additions	2	264,000
Museum/Art Gallery	1	862,500
Shearing Shed/Woolshed	1	18,000
Implement Shed - farm building	1	18,000
Hairdresser - Shop/Retail outlet	1	900
Restaurant/Bar/Cafeteria/Tavern	1	75,000
Showhome	1	271,000
Water Storage and Supply	2	11,320
Sewage and Drainage System	1	77,000
Garage	5	86,500
Motel	1	30,000
Dwelling - unattached	8	977,000
Dwelling - alterations	5	238,665
Dwelling - relocation	1	10,000
Heater	13	48,681
Solid Fuel Heater	12	46,182
	58	3,219,748

2.2 Enforcement

None to report.

2.3 Policy

None to report.

2.4 Other matters

2.4.1. Building consent numbers

Building consent numbers from 1 July 2012 to 31 May 2013 show as 399. For the same period the year before the number was 304, so there has been a marked increase.

2.4.2. Staffing

As mentioned in the previous council report Council has been advertising for a new building control officer but there was a disappointing response to the advertising. The position to replace Mike Sims has still not been filled.

2.4.3. Dangerous Buildings (Whatarangi)

A follow up inspection of the properties affected by slips at Whatarangi was undertaken this month. Slips have been an issue along the subdivision for

many years. Over the years several houses have been demolished removing the risk. It was noted that very little change had occurred with regards to the slips along the cliff edge. Further inspections will be completed over the winter months.

2.4.4. Fees

It is proposed to increase building consents fees for the 2013/2014 period. The proposed average increase will be 5%. Approval is required for this increase. The fees will be the same as Masterton DC's fees providing consistency between councils.

3. Environmental Health

3.1 Liquor Licensing

3.1.1. Liquor Licence Statistics

15 Liquor Licences were issued in the month of May 2013.

- One Off Licence was issued.
- 13 General Manager's Certificates were issued.
- One Club Licence was issued.

3.1.2. Sale and Supply of Alcohol Act 2012 update:

Liquor Licensing has been a high priority work area and is taking up a large amount of time and resources as Council prepares for the full implementation on 18 December 2013.

The next phase of the new legislation comes in on 18 June 2013. This is described as Sale of Liquor plus. Essentially the District Licensing Agency continues to decide unopposed applications under the old Sale of Liquor Act 1989, but needs to include the new criteria of the Sale and Supply of Liquor Act 2012.

Licensing criteria and objections

The criteria in the new Act came into effect on the 18 June 2013. These expand the current criteria to include:

- The object of the Act, such as whether the licence is likely to increase alcohol-related harm
- Whether granting the licence will negatively impact the community and neighbourhood.

As currently happens, anyone who has a greater interest than the general public will be able to object on these matters.

Applying for a licence between 18 June 2013 and 18 December 2013

New applications or renewal applications filed between 18 June 2013 and 18 December 2013 will be considered under the old Act, but using the broader criteria in the new Act.

Council officers have been working with both Masterton and Carterton to prepare information for the public about the new objection criteria and process. The three councils are also working on joint application forms, advice for licence applicants of the new requirements and administration procedures such as report templates.

3.1.3. Wairarapa Liquor Working Group

The combined Wairarapa Councils Working Group has had two meetings on 8 May and 5 June 2013. The next meeting is scheduled for 19 June. At this stage the working group is focusing on the formation of each Council's District Licensing Committees. A project plan from now until 18 December is being prepared to cover the formation of the DLCs, and the consultation requirements for any Local Alcohol Policy is being addressed.

3.2 Food Bill update

The Minister for Food Safety has released a media update on 13 June 2013 about progress on the Food Bill as follows:

"The Bill will be referred to Select Committee for a limited time to review the Supplementary Order Paper changes and then back to Parliament to complete its legislative journey. It is the Minister's intention to pass the Bill by Christmas".

The press release identifies some of the proposed SOP changes and provides a link to the Cabinet paper which further explains the changes.

The following are two extracts from the release:

"Since the Food Bill had its first reading, people have expressed concerns that it could have placed unnecessary regulation and compliance on community and fundraising groups. We have listened to those concerns and the relevant changes to the Bill will go back to Select Committee for consideration."

*"What still has to happen before the Food Bill could be passed?"
There are several steps in the process before the Bill can become law. The first step is for the legislation to go back to the Primary Production Select Committee for consideration. This may include further public consultation before the Bill could go through a second reading, the committee of the whole house, and the third reading.*

When the Bill becomes law it will be 18 months before it comes into force. During this time regulations will be developed. There will be extensive consultation giving people the opportunity to have their say on the detail of

the new food system. After it comes into force, food businesses will have a transition period of three years to become compliant with the new rules.

3.3 Noise Control

There were 12 noise control complaints within South Wairarapa throughout May 2013.

Seven noise control complaints in Featherston.

Three noise control complaints in Greytown.

Two noise control complaints in Martinborough.

3.4 Bylaws and animal control

3.4.1. Dog and stock control

INCIDENTS REPORTED	Martinborough	Featherston	Greytown
Attack on Pets	0	0	0
Attack on Person	1	1	0
Barking and whining	1	2	3
Lost Dogs	0	10	3
Found Dogs	0	1	4
Rushing Aggressive	0	1	0
Wandering	1	6	0
Welfare Concerns	1	1	0
Stock	1	2	4
Total Overall	5	24	14

3.4.2. Dog Registration

Registrations have been sent for the year ending 30 June 2014. Dogs are required to be registered by 1 August 2013 to avoid the late penalty fee. There are currently 2840 dogs in the South Wairarapa.

3.4.3. Microchipping

Ten infringements have been issued for failing to have a microchip transponder implanted in a dog.

3.4.4. Dog Policy and Bylaw

Public notification of the proposed amendment to the Control of Dogs Bylaw 2007 and Control of Dogs Policy 2007 has been completed. Every dog owner has been given notice of the proposed amendments included with their dog registration. Copies are also available at each of the libraries, the Council office and the SWDC website.

Submissions close on 12 July 2013.

3.4.5. Bylaws

One Rooster complaint has been investigated in Featherston. The offending rooster has been removed and the problem resolved.

Four litter complaints have been followed up. Two infringements have been issued as a result. Officers now have access to vehicle registration checks for this type of incident. This was successfully used to identify one of the offenders.

Two properties with overgrown vegetation have been followed up and resolved.

3.5 Class 4 Gambling Venue Application

Council has received an application by Prime Community Trust for a Class 4 Gambling Venue with respect to the premises situated at 57 Fox Street, Featherston and known as "Messines Bar & Restaurant". Council has publicly notified the application and received submissions. Consequently, a hearing date has been set for Wednesday 19 June 2013 in the South Wairarapa District Council Chambers and will be reported on in the next Council report.

Contact Officer: Vanessa Tipoki, Group Manager Planning and Environment (Acting)

INFRASTRUCTURE AND SERVICES GROUP REPORT

1. Consents

Wastewater (Martinborough, Featherston, Greytown)

Work continues around land suitability and process investigation at all sites and for a combined treatment/ disposal feasibility study. This reporting is expected to be available before the end of July, where officers and advisors will be in a position to confirm the treatment disposal solutions for each of the three sites for final refinement prior to taking to Council for subsequent discussion and approval.

The programme as advised in May required that all additional information would be made available to the regulator by the end of June. The additional reporting commissioned over the last two months to further explore all available options on a standalone and collective basis has resulted in some time delay. Therefore compliance with the earlier dead-line was not achievable.

The Regional Council on this basis has been advised that Council in applying additional effort to identify the most appropriate solution and outcomes needs additional time and they have agreed in principle to extend the reporting dead line to January 2014 subject to the submission of and approval of a programme of actions underpinning the further information responses required

1.1 Wastewater Land Disposal

No further expressions of interest have been received from land owner in the vicinity of the three sites.

1.2 Water

Nil to report.

1.3 Coastal

Re-nourishment of the existing boulder beach at Te Kopi will be undertaken as conditions allow over the winter period with a consent extension required for additional engineered defensive works for a section of foreshore immediately south of Te Kopi.

1.4 Gravel Pit Extraction

Several river gravel extraction consents in the rural areas south and east expire in November 2013 and preparation of renewal processes including consultation and documentation is underway. Lodgement before the end of May is anticipated.

1.5 Land Fill Consent

Nil to Report.

1.6 Wastewater and Water Reticulation

The wastewater renewal portion of the contract is completed. The total length of sewer pipe that was renewed is 388 metres. Pipeline rehabilitation

by chemical grouting is expected to start in August for 180 metres of 300mm diameter pipe in Brandon Street.

Water main renewal is programmed to start in Wallace Street on the 13th of June. The contractor is placing two work crews to keep to the contract construction programme.

This contract will deliver two years of budgeted renewal work.

1.7 Wastewater Treatment Plants

Planning and delivery for capital work at the treatment plants will be initiated this when consent certainty and agreed environmental outcomes are available. However a programme of minor improvements at all three sites is currently being developed for delivery in the 2013/14 financial year

1.8 Water Supply

The Capital Assistance Funding application for the Featherston Water Supply upgrade project has been lodged with the Ministry of Health and is currently being processed with a decision now expected in the near future.

2. Operations Utility Assets and Services

2.1 Wastewater Treatment Plants

Greytown, Martinborough and Featherston Wastewater treatment plants operated routinely over the period. Normal monitoring for flow and compliance reporting continued throughout the period without any non-compliance issues.

Officers are currently collating flow and quality data for the annual reports to GWRC due at the end of June and July. The annual reports are a requirement of the resource consent for evaluating the performance against the consent conditions at the four waste treatment sites.

2.2 Wastewater Reticulation

4 pipeline blockages were reported and rectified during the period.

2.3 Water Treatment Plants

Martinborough and the Featherston/Greytown Water Treatment Plants operated routinely throughout the period.

Community water usage and rainfall records and trending is attached for Council's information in Appendix 1.

2.4 Water Reticulation

There were 17 water reticulation repairs reported and rectified during the period.

A bi-annually leak detection survey was completed in Greytown during May. This was done by Detection Services who use specialised acoustic listening instruments to perform a sub-surface detection of leaks.

A summary of the report received by Council indicates that there are 20 notable leaks ranging up to 22 litres per minute within the supply network and 6 residential leaks. The estimated total annual water loss from these leaks is 92,000m³.

The repairs of these leaks in the Council network have been programmed.

2.5 Water Races

City Care Ltd has been performing the routine monthly inspections and blockage clearing of the water race network to maintain satisfactory flows for both networks over the autumn months.

2.6 Waste Management

Operations continued on a routine basis throughout the period.

Maintenance and up-grade of the Martinborough Transfer Station road was done during June.

Waste export and recycling tonnage data for the period is attached in Appendix 2.

2.7 E-Waste Collection District Wide

A Waste Consultant has been appointed by SWDC & CDC to prepare a short form contract between SWDC, CDC and Earthcare Ltd for the e-waste collection to be recycled. TV Takeback is to coincide with this e-waste contract. Expected start date is in July for receiving e-waste.

3. Roading and Reserves

3.1 Roading Maintenance – Oldfield Asphalts

Over the past few weeks roading maintenance has concentrated on:

- The grading of unsealed roads and the annual spreading of maintenance metal.
- The annual cleaning of long lengths of watertable drains.
- The replacement of faded signs
- Removal of infringing roadside vegetation

Recent ordered work has included the replacement of the timber deck of Wards Line Bridge and granular overlays of Hinakura Road beside the Martinborough Golf Course and the northern end of Battersea Road.

These overlays plus a 500m extension of the seal on Hikinui Road should be completed by the end of June.

3.2 Parks and Reserves

City Care's performance over the past six weeks has been satisfactory.

Wet weather is affecting the mowing of grassed areas and City Care hasn't always been able to keep to their usual schedule. However they have

caught up with the schedule when the weather permits and the sports teams and other users are happy with the standard of maintenance.

The spraying of kerbs and footpaths is still continuing when weather permits. An additional round of spraying has been required to that originally specified as the spray used is restricted to Round Up for safety reasons.

City Care has recently rejuvenated the soft fall areas in the playgrounds and continues with their regular inspections and safety maintenance.

City Care has reported that the number of graffiti strikes in Featherston has increased again after a lull in February /March. Graffiti strikes in Greytown and Martinborough are less than 10% of those in Featherston.

Also of interest is City Care's monitoring of the weight of street litter collected per month. The weight of litter collected in May is similar to that collected in October/ November which is 50% less than the January / March period when monthly weights were approximately 4.5 tonnes.

4. Property and Facilities

4.1 Graffiti

Table 1 – Graffiti strikes May 2013

Town	No. of strikes	Location
Featherston	101	Skate park; rubbish bins, swimming pool etc – school holidays
Greytown	0	
Martinborough	13	Playground – cubby house walls and roof

Table 2 – Graffiti strikes October 2012 – May 2013

Town	Oct 2012	Nov 2012	Dec 2012	Jan 2013	Feb 2013	Mar 2013	Apr 2013	May 2013	TOTAL
Featherston	13	0	17	102	9	23	87	101	352
Greytown	0	0	9	0	0	1	0	0	10
Martinborough	5	0	5	0	14	0	0	13	37
TOTAL	18	0	31	102	23	24	87	114	399

In March City Care reached the contractual total cost budgeted for graffiti with seven months of the contract still to run (\$17,260 based on an anticipated 192 strikes per year). Under the contract, graffiti strikes beyond this are charged as day works.

Table 3 – Costs of Graffiti October 2012 – May 2013

Town	Oct 2012 – March 2013	Apr 2013	May 2013	TOTAL
Featherston	-	0	2004.21	2004.21
Greytown	-	0	0	0
Martinborough	-	0	156.84	156.84
TOTAL		17260	0	2161.05

4.2 Playgrounds

Featherston – Community Board is considering options for new equipment. Repairs to some equipment and the fence are in progress.

Greytown – the donkey rocker has now been repaired.

4.3 Trees

Greytown southern entrance –Community Board has agreed to proceed with City Care’s proposal up to the \$10,300 budget available this year and next year. The first stage of the work (removal of trees on the west side of the road) has now been done.

Two dead kowhai trees have been removed from Soldiers’ Memorial Park in Greytown (campground/O’Connor’s Bush) – new kowhai have now been planted. Root protection is to be put in place for three rohutū trees in the campground. Further tree removals and a considerable amount of deadwooding will be required in the camping ground following the receipt of an arborist’s report.

A large kahikatea is required to be removed (for safety reasons) from the entrance to the Greytown oxidation ponds on Papawai road. Consultation with iwi will be carried out before removal of the tree.

4.4 Sports Fields and Facilities

The roof repairs at the pavilion at Soldiers’ Memorial Park are almost completed.

4.5 Pensioner Housing

There is one further vacancy at Martinborough which will be filled from the waiting list. Repairs to the flat damaged as a result of a leaking pipe in the ceiling have been completed. The other 11 flats have been checked for similar damage to ceiling pipes and minor changes to the overflow have been made in eight of the flats.

4.6 Events

No events in May requiring additional toilet cleaning, rubbish removal or other services.

4.7 Parks and Reserves

4.7.1. Martinborough

Landscaping work for the new Martinborough toilets is now under way.

An informal (and rather early) Guy Fawkes bonfire pile which had built up in the middle of Considine Park has been removed, with the tree branches chipped for use in Centennial Park. In consultation with the Pony Club, the gates have now been locked to prevent access for further dumping of rubbish and signs are to be erected. Cr Stevens is arranging for the public to be advised in the next *Martinborough Star* that no dumping of rubbish is permitted in the park except in the weeks prior to Guy Fawkes Night, when the public will be requested to supply materials for the bonfire.

4.7.2. Greytown

The arborist assessment of trees in Soldiers' Memorial Park (camping ground and O'Connor's Bush) has now been carried out and is being reported back to Community Board, the Tree Advisory Group and the Friends of O'Connor's Bush.

4.8 Properties

4.8.1. Featherston

The new drainage work for the Featherston Information Centre will start as soon as consent has been received.

David Kernohan has been engaged to prepare a conservation plan for the Anzac/Kiwi Halls, and will start work on this in the next few weeks.

4.8.2. Martinborough

Martinborough library is now fully installed in its new site on Kitchener St, and the Portacom has been removed from the Pain and Kershaw car park.

Pain Farm Homestead – the successful tender withdrew from the negotiations, and the availability of the lease will have to be re-advertised. City Care is maintaining the grounds and checking on security in the meantime.

4.8.3. Greytown

The Stella Bull park building remains vacant, and officers are to re-advertise its availability for lease.

Planning is underway for the new public toilets, with work expected on site in June.

4.9 Cemeteries

4.9.1. Featherston

A seat donated by the Lea family has been installed beside the number 2 ashes wall.

One interment in May.

4.9.2. Greytown

An additional headstone beam (90 plots) is being added. A smaller ashes beam is also being planned.

No interments in May.

4.9.3. Martinborough

One interment in May.

5. Libraries

5.1 Statistics all Libraries

See Appendix 3 for issues and transactions statistics.

5.2 Kotui Library Management System

Library staff spent most of May training for the introduction of the Kotui library management system which went live on 6 June 2013. Two staff members, one from Carterton and one from South Wairarapa, were trained by Kotui to be the trainers for the remainder of the staff. Other work related to Kotui included time spent setting up the system to ensure the data moved from NCS in an appropriate format, and to trouble-shoot any data which became corrupted in the transfer. As the Kotui database now contains the holdings of 17 New Zealand libraries, this meant that for WLS (as library #17) there were a considerable number of book bar-codes already in use, and one of the first jobs in the new system for all staff has been to re-code the affected books. While the library staff is still coming to grips with operating in a new system, it is clear that Kotui has many advantages over the old NCS system. Not least of these is the public user interface available via the website: <http://wls.kotui.org.nz>.

6. Civil Defence and Emergency Management

6.1 Civil Defence Centres

Meetings were held with Martinborough Lions and Hau Ariki Marae and the MOU's confirmed with both. The Lions will delay signing due to the election of a new president soon.

7. Appendices

Appendix 1 – Monthly Water Usage

Appendix 2 – Waste Exported to Bonny Glen.

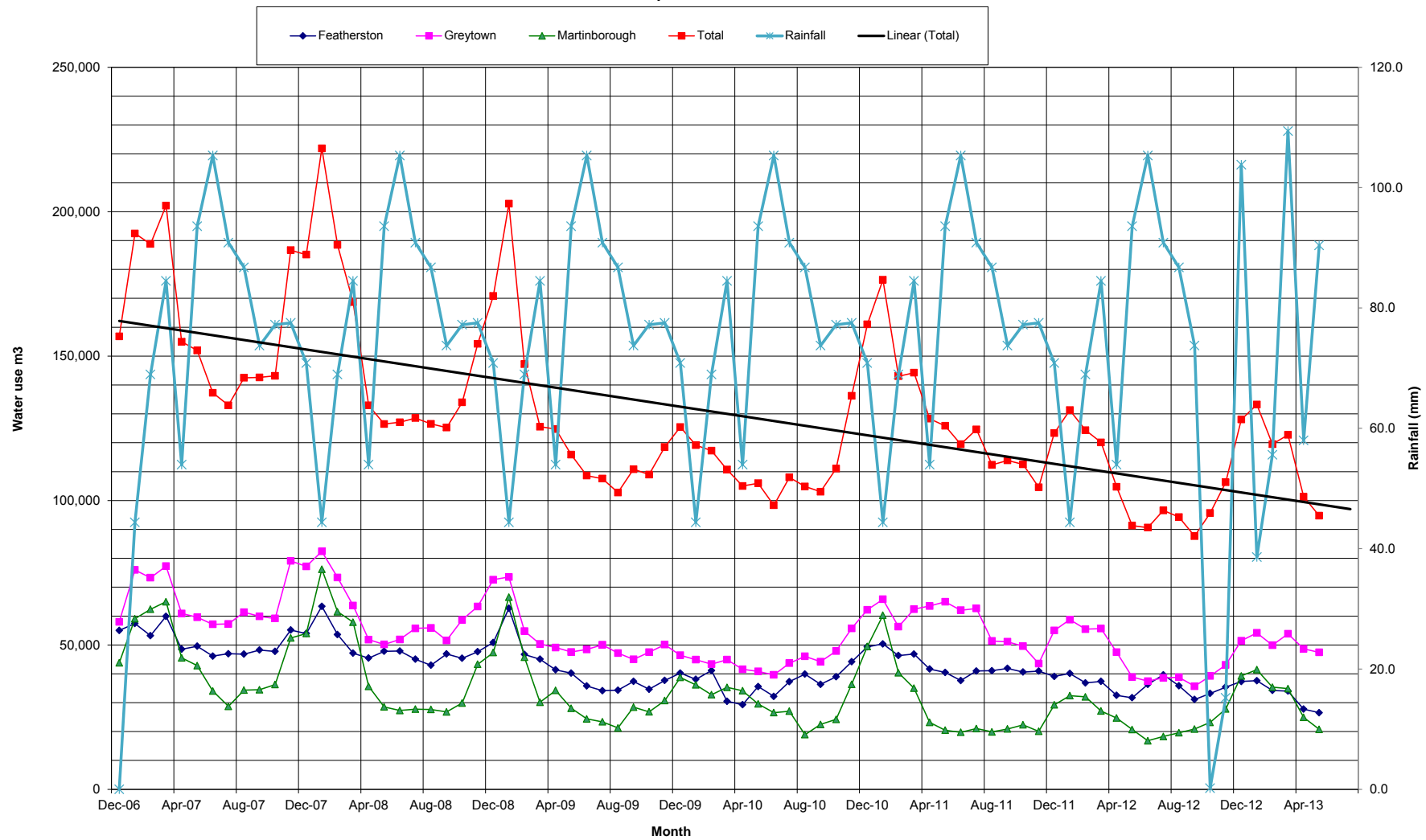
Appendix 3 – Library Statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed By: Paul Crimp, Chief Executive

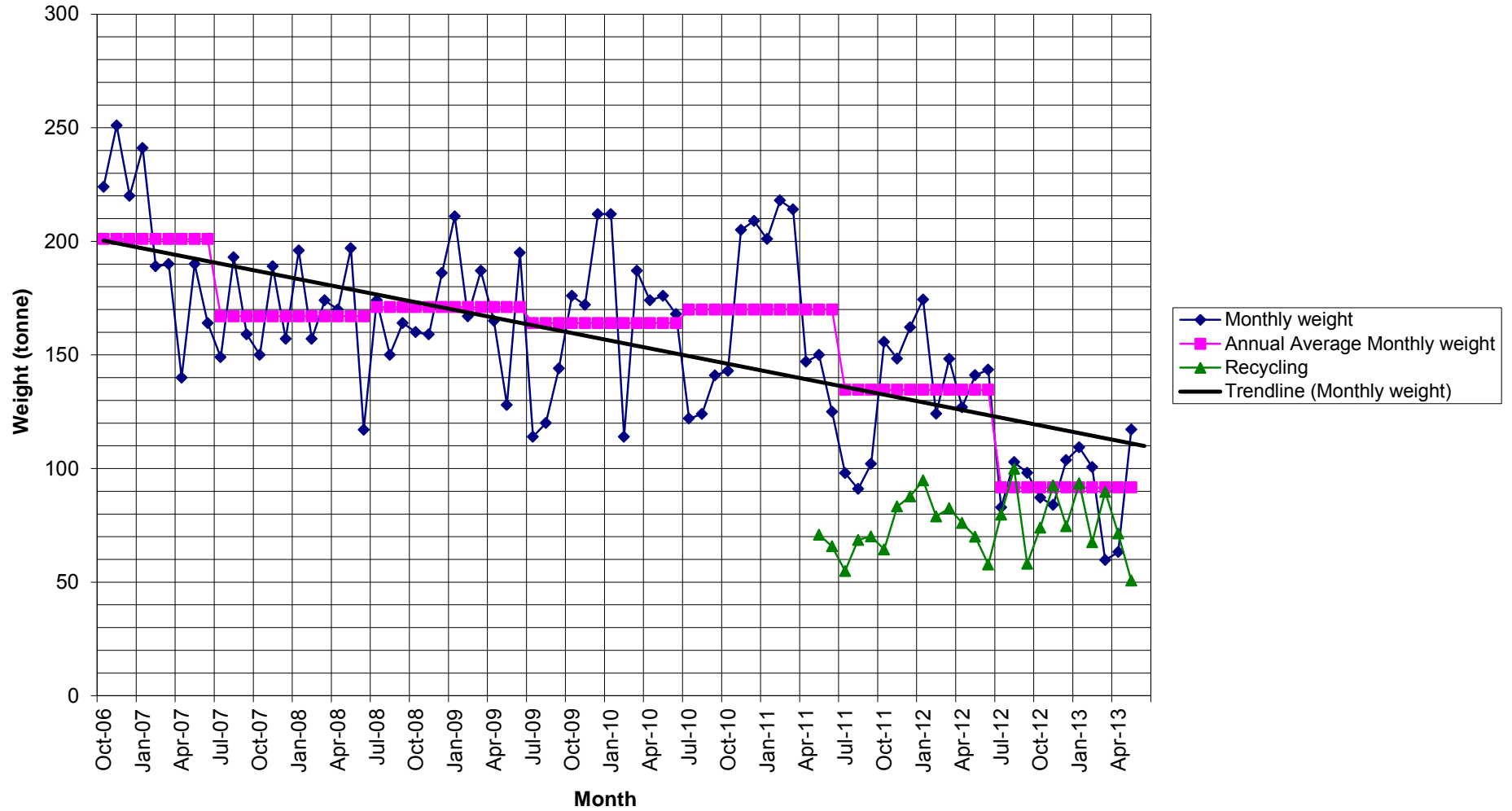
Appendix 1 – Monthly Water Usage

Water use South Wairarapa District Council

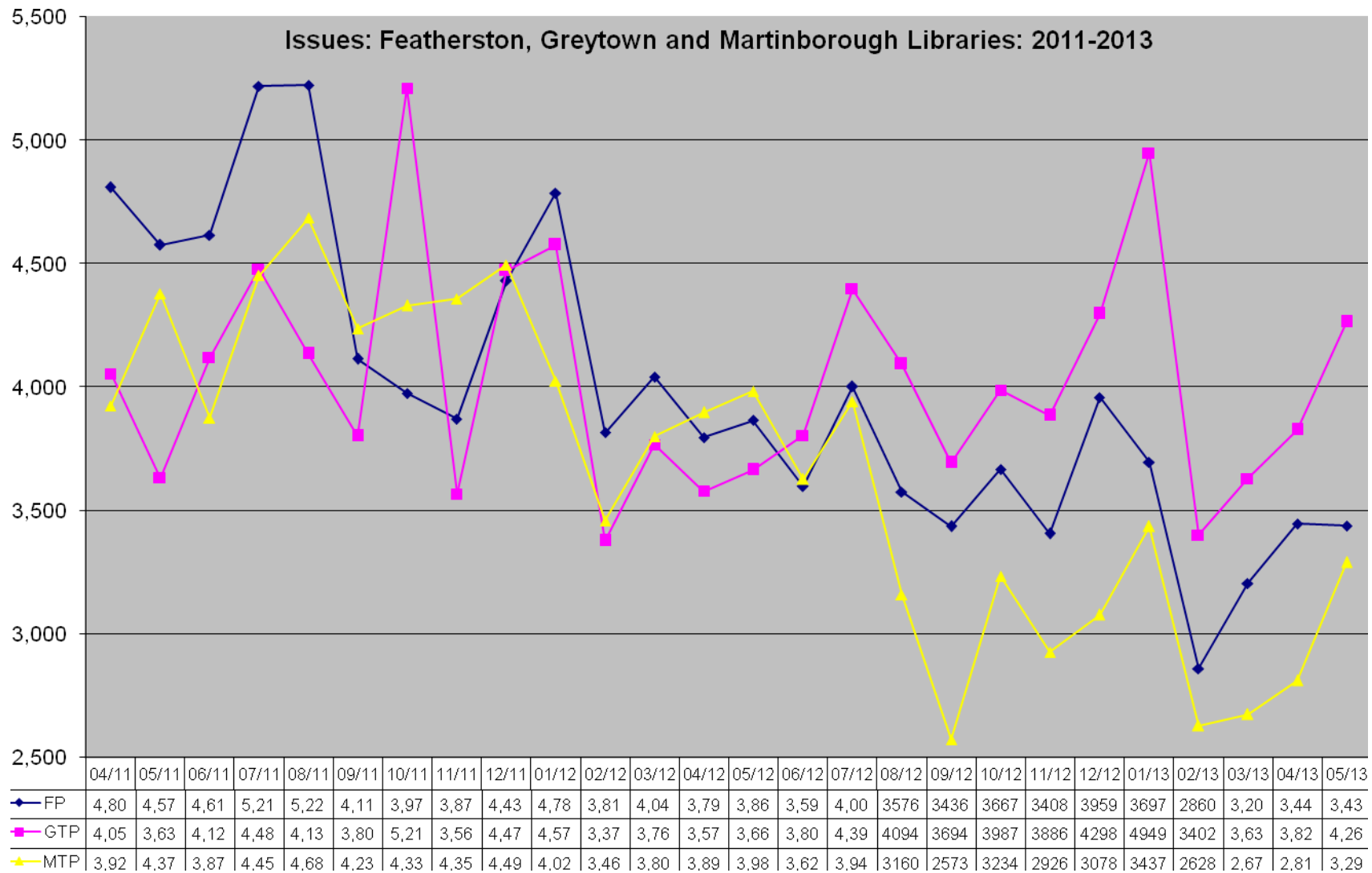


Appendix 2 – Waste Exported to Bonny Glenn

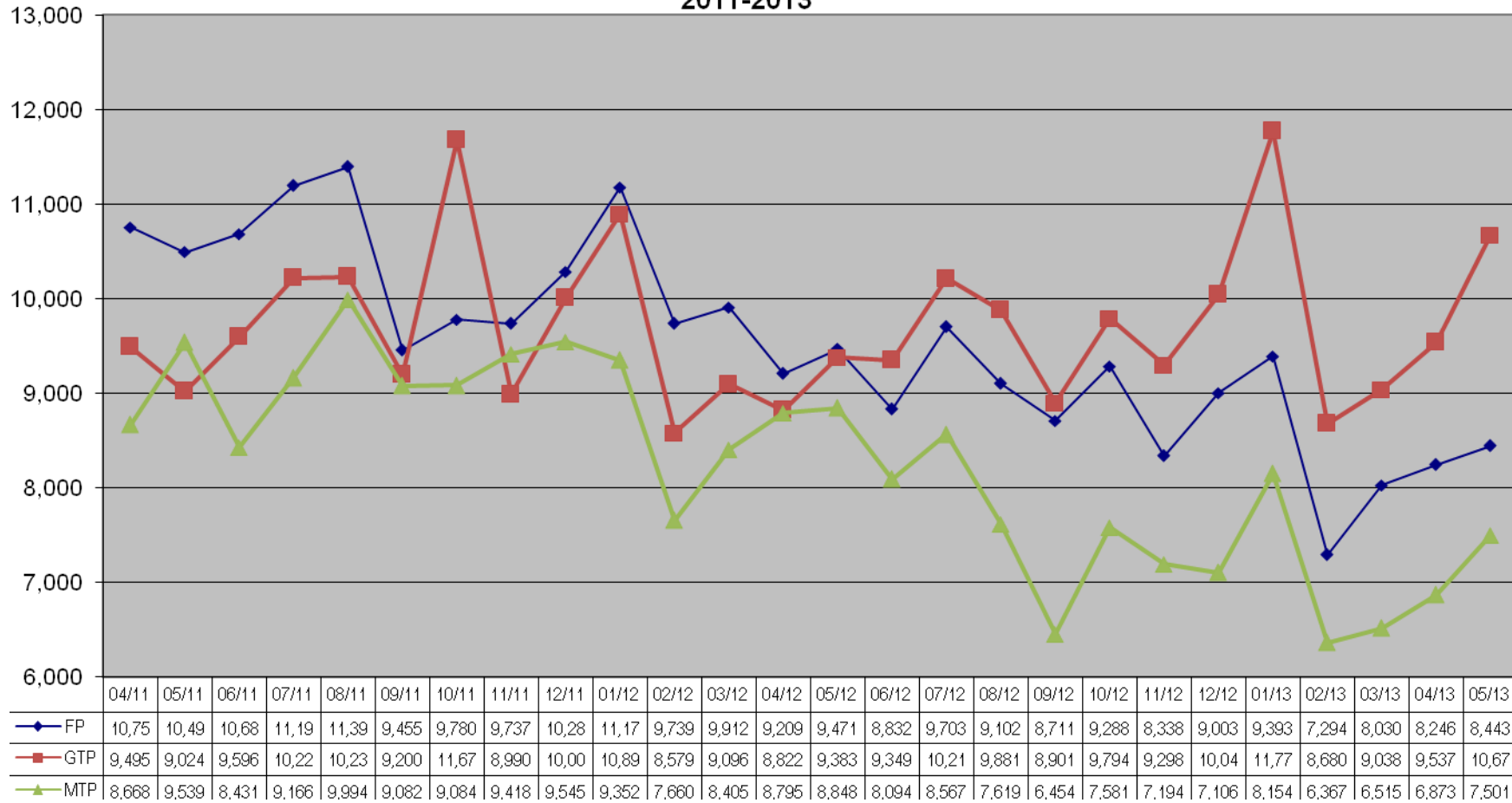
Monthly weight of waste transferred from Martinborough transfer station to Bonny Glen



Appendix 3 – Library Statistics



**Transactions (excluding Council functions) for Featherston, Greytown and Martinborough Libraries
2011-2013**



MARTINBOROUGH COMMUNITY BOARD

15 JULY 2013

AGENDA ITEM 5.2

CUSTOMER REQUESTS

Purpose of Report

To advise community boards on the system for receiving customer requests and passing these on for action.

Recommendations

Officers recommend that the Council:

1. *Receives the information.*

1. Discussion

Community board members often receive requests from the public that need to be passed on to council officers for consideration and / or action.

In some instances these are raised at the community board meeting initially, and passed on as an "action item".

These requests can be logged as soon as they are received and this will speed up resolution, rather than waiting for the next community board meeting to be raised – up to six weeks.

The attached flow chart will hopefully help assist members with the process.

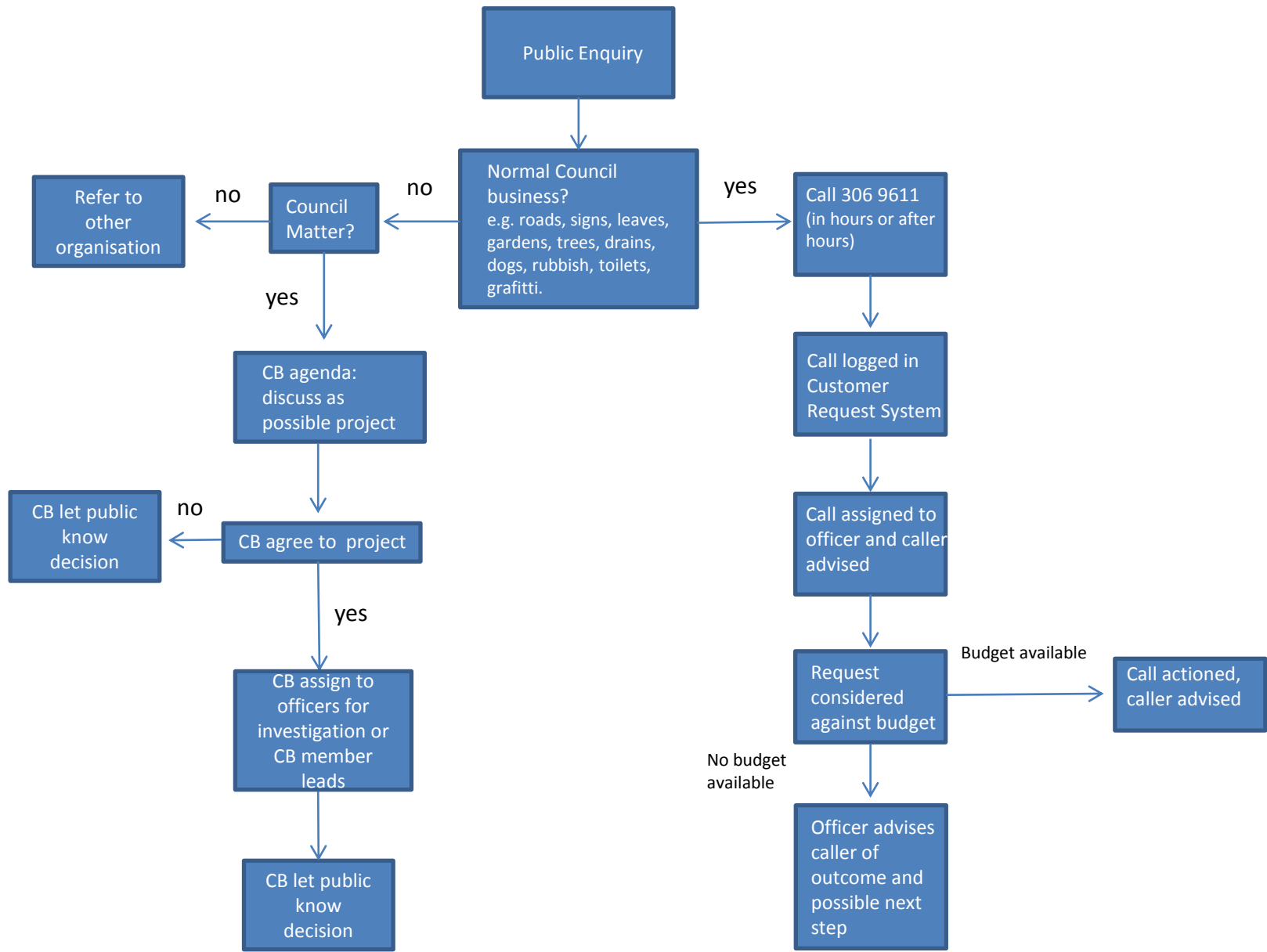
Council has implemented a customer service system which receives and logs progress against all requests for service, and advises the notifier when a request has been closed.

2. Appendix

Appendix 1 – Customer Request flowchart

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Customer Request Flowchart



MARTINBOROUGH COMMUNITY BOARD

15 JULY 2013

AGENDA ITEM 5.3

CONSIDINE PARK GATE

Purpose of Report

To obtain a decision from Community Board members on the type of gate to be hung at Considine Park.

Recommendations

Officers recommend that the Community Board:

1. *Receive the information.*
2. *Provide Council officers with guidance on the height and weight of gates to be hung at Considine Park.*

1. Executive Summary

Council contractor, Grahame Peek, is to start on the building of the Considine Park fence on Monday 8 July 2013.

Actual details of the gate design for the vehicle entrance have not yet been agreed. At present Mr Peek has been advised to provide a gateway width of 6.0m.

A decision is required on the height and weight of the gates so that the gate posts can be sized accordingly.

Contact Officer: Ian Richards, Roading and Reserves Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure and Services

MARTINBOROUGH COMMUNITY BOARD

15 JULY 2013

AGENDA ITEM 5.4

REFERRAL OF SUBMISSIONS FROM 13/14 ANNUAL PLANNING PROCESS

Purpose of Report

To bring to the attention of the Community Board submissions that have been referred to the Board by Council during the annual planning process.

Recommendations

Officers recommend that the Community Board:

1. *Receives the information.*
2. *Consider working with the Ngawi Rate Payers Association to determine, and put in place, appropriate signage at the site of the Zuleika shipwreck at Ngawi.*
3. *Consider whether to provide additional funding to The Wairarapa Arts Festival Trust.*
4. *Consider whether to provide additional funding to The Martinborough Colonial Museum.*

1. Executive Summary

The Council Draft 13/14 Annual Plan hearings and deliberations meeting was held on the 10 June 2013. One of the actions for the three submissions in the Appendices is that they be forwarded to the Martinborough Community Board for consideration as a project and/or additional funding allocation.

2. Discussion

Below are the Council decisions on the submissions as enclosed in the Appendices.

Submitters Name	Submission Request	Council Decision
The Wairarapa Arts Festival Trust	Requests financial assistance of \$15,000 towards the inaugural Kokomai Creative Festival in October.	Granted \$5,000 for the 13/14 year. Officers to refer to the Community Boards for further financial assistance consideration.
Gerry Morris	Requests the site of the Zuleika shipwreck at Ngawi be enhanced with signposts and interpretation panels.	To be forwarded to the Martinborough Community Board and Ngawi Rate Payers Association for consideration as a project
Martinborough Colonial Museum Trust	Requests \$750 to meet non specified expenses as per previous years. Also seeks \$3000 to cover costs associated with stage 1 of implementing a museum strategy - compilation and recording of the collection.	Granted \$750, as a contribution to general expenses. The request for additional funding would be forwarded to the Martinborough Community Board for consideration as a project.

3. Appendices

Appendix 1 – Wairarapa Arts Festival Trust Submission to Draft 13/14 Annual Plan

Appendix 2 – Gerry Morris Submission to Draft 13/14 Annual Plan

Appendix 3 – Martinborough Colonial Museum Submission to Draft 13/14 Annual Plan

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive Officer

Appendix 1 – Wairarapa Arts Festival Trust Submission to Draft 13/14 Annual Plan

**THE WAIRARAPA ARTS FESTIVAL TRUST
SUBMISSION TO SOUTH WAIRARAPA DISTRICT COUNCIL**

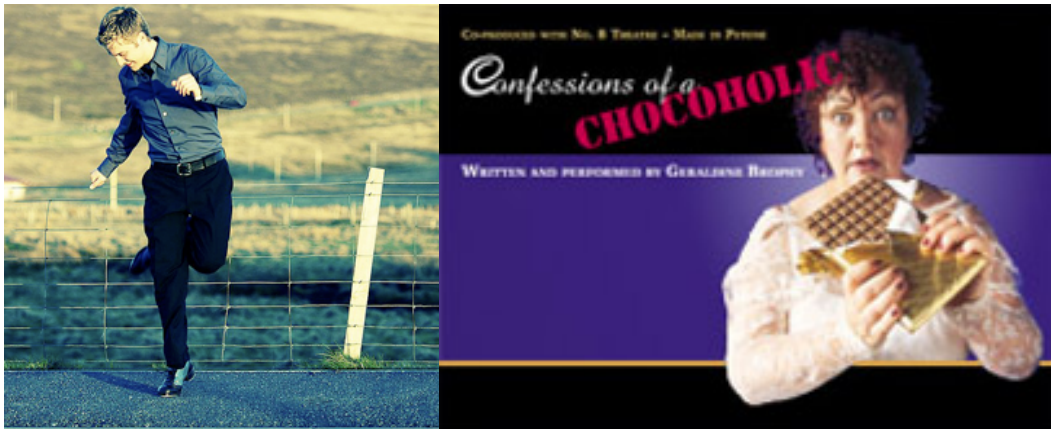
The inaugural Kokomai Creative Festival, Wairarapa’s “Flight of the Imagination” will take off for 10 exciting days from 18th to 27th October 2013.



Local, national and international acts are being contracted to perform in and around the Wairarapa, with Martinborough, Featherston and Greytown playing host to some exciting shows, workshops and umbrella events at a variety of venues.

Martinborough

- Martinborough Square – an incredible outdoor photographic exhibition of Martinborough’s own Marcus Adams ‘Revolution! Wheels of Change in South East Asia’ for the entire festival. A free event for the whole community and visitors alike to enjoy.
- Jan Preston, NZ born international pianist/performer will play the New Zealand debut of “My Life as a Piano” (at either the Village Café, or Featherston’s Anzac Hall); Plus an afternoon of Boogie Woogie at a Martinborough vineyard.
- Two travelling performances on a bus, one in and around Martinborough and the other Greytown, stopping at three secret locations in each area will enthral and engage.
- Pirinoa Community Hall has been chosen as an ideal venue for the hit of Nelson’s Festival “Party with the Aunties” and musician Maaka Pohatu – a night of theatre, music and good old NZ party entertainment.
- Martinborough Town Hall and the Village Cafe will be venues for two jazz events, Geoff Culverwell Quartet and La Petite Manouche – umbrella events organised by Martinborough Jazz Festival’s Ted Preston.



The Anzac Hall – Featherstone

- International Southgate Band, accompanied by world renowned American soft shoe shuffle dancer Nic Gareiss an entertaining night of toe tapping, foot stomping, thigh slapping, Irish/American blend of traditional folk music!
- Wairarapa Frocks on Bikes ride and high tea, culminating in a Vintage Swing Dance Class workshop; open for the whole community to attend and enjoy.

Greytown

- Confessions of a Chocoholic, produced by Greytown local Lynn Bushell, featuring a professional local Wairarapa actress Megan Rochery at the Greytown Little Theatre.
- “Nick”, a New Zealand play based on the inspiring true story of of one Dunedin’s local heroes, Nick Chisholm; two shows at Kuranui College.
- Watch out for Jump Jam Flash Mobs, appearing at ‘secret’ locations in South Wairarapa.
- Kura Gallery Maori Contemporary Visual Art Exhibition at the Greytown Town Hall and Ka Hurangi Children’s Performers both umbrella events.

The above is an indication, of what The Wairarapa Arts Festival Trust plans to bring to Martinborough, Featherstone and Greytown, this will be expanded upon at our submission to South Wairarapa District Councillors in June.

Funding of \$15,000 is being sought from South Wairarapa District Council so Kokomai Creative Festival can bring quality events and workshops to the area, as well as providing an umbrella for local artists, and mentoring opportunities by professional performers. It is the aim of The Wairarapa Arts Festival Trust to have ticketed events priced at a level which is affordable for the residents of Martinborough, Featherston and Greytown, and funding received from the South Wairarapa District Council will be used to ensure this can occur.



**The Wairarapa Arts Festival Trust
Kokomai Creative Festival, Wairarapa
18th to 27th October 2013**

Kokomai Creative Festival, Wairarapa is a community enterprise and being true to the ideals of The Wairarapa Arts Festival Trust, is the belief that there should be a social dividend to such an event. This is to be delivered through workshops and community events where, as well as providing shows – there will be learning opportunities for students provided by the artists in conjunction with their shows. A community stage will also enable local and up-and-coming artists and performers to be involved.

Background

- The Wairarapa Arts Festival Trust was established in 2012, with Trustees James Smallwood (Chair), Bob Francis, John Gilberthorpe, Fran Wilde, Edwin Read (Treasurer), Barbara Hyde and Paora Amunson;
- A Festival Management team has been contracted: Artistic Director – Heidi Holbrook, Executive Director – Robyn Cherry-Campbell, Marketing Manager – Jenny Gasson;
- The inaugural Kokomai Creative Festival will be held over 10 days in October 2013, combining an exciting colourful programme of visual and performing arts, educational and cultural workshops throughout the Wairarapa;
- Kokomai Creative Festival will be an ongoing biennial event for the Wairarapa which will continue to grow and develop with each subsequent festival;
- Kokomai Creative Festival Directors are working to contract and engage local, national and international artists and cultural groups to take part in the festival by way of shows and workshops for schools and community groups.

The Festival

- 10 Exciting, engaging, inspiring, vibrant days – 18 to 27 October 2013;
- Performing, Cultural and Visual Arts Extravaganza;
- Touring School Programmes and workshops run by local, national and international artists and tutors;
- Shows and performances throughout the whole of the Wairarapa region – quite literally from the Mountains to the Sea;
- Free community events and workshops for the whole community to participate and enjoy;
- Providing a platform for local 'umbrella' events to be promoted throughout the Festival;
- Showcasing local artists and epicurean delights of our region;
- Utilising the unique venues of the Wairarapa;
- Distinctly Wairarapa;
- Encompassing all ages, backgrounds and cultures;
- Diverse programme similar to that of Wanaka, Nelson, Taranaki, Taupo and Tauranga Arts Festivals.

Benefits to the entire Wairarapa Community

- Cultural, visual and performing arts on the doorstep – accessible for all the community, individuals and schools;
- Education through touring school and community programmes and workshops throughout the whole of the Wairarapa region;
- Inspiring collaboration and unity of Wairarapa communities;
- Raising the national profile of the Wairarapa – bringing visitors from outside the region – increasing tourism, and business revenue;
- Promoting cultural participation through a diverse range of performances and workshops within all communities from the school's Kapa Haka competition to the Royal New Zealand Ballet.

**Appendix 2 – Gerry Morris
Submission to Draft 13/14
Annual Plan**

From: Gerry Morris [mailto:Gerry@morrispr.co.nz]
Sent: 26 February 2013 11:13 AM
To: Adrienne Staples - Her Worship the Mayor
Subject: Zulieka shipwreck Palliser Bay <http://paperspast.natlib.govt.nz/cgi-bin/paperspast?a=d&d=AS18970422.2.33&l=mi&e=-----10--1----0-->

Adrienne

This is a friendly suggestion to promote a magic part of NZ.

Having been going to Ngawi for many years, it was only at the weekend that long time bach owner Tony Craig, took me to the site of the Zulieka memorial near Ngawi.

The site could do with some TLC which I am sure could be organized. Tony's Dad, Peter (you knew him well as I had a good chat to you at his funeral!) used to tidy up the site which we are unsure contains the 9 bodies from the 12 lives lost - 9 crew were able to get to shore.

The attached reference from National Archives gives a full account of the disaster:
<http://paperspast.natlib.govt.nz/cgi-bin/paperspast?a=d&d=AS18970422.2.33&l=mi&e=-----10--1----0-->

It may be something to plug into the Council's long term plans to enhance the site with signposts and interpretation panels like what is at the Jap POW camp near Featherston.

The Zulieka story is easy to comprehend when you drive on that road in a southerly and is a good safety message for anyone thinking of putting a boat in the water in anything but a flat sea.

Kind regards

Gerry Morris


Tel +64 4 499 0224 | Mob +64 27 442 8217 | gerry@morrispr.co.nz | Level 1, Harcourts Building, 28 Grey St, Wellington, New Zealand | Mailing address: PO Box 25 298, Panama St, Wellington, New Zealand



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[Papers Past](#) > [Auckland Star](#) > [22 Paengawhāwhā 1897](#) > [Page 5](#) > [TERRIBLE SHIPWRECK.](#)

 **TERRIBLE SHIPWRECK.**

Auckland Star, Rōrahi XXVIII, Putanga 92, 22 Paengawhāwhā 1897, Page 5

✉ Mō tēnei niupepa

✉ Tiro i te tuhinga kupu ā-rorohiko

◀ Hoki ki ngā ihirangi tuhinga ▶

TERRIBLE SHIPWRECK.
LOSS of the Ship ZULEIKA.
Wrecked Near Wellington.
Twelve Lives Lost.
The Survivors' Story.
(BY TELEGRAPH.—SPECIAL TO THE STAR.)

WELLINGTON, this day.

THE direst of disasters at sea on this fateful Easter was undoubtedly the loss of the fine British iron ship Zuleika, bound from New York to Wellington, via Port Chalmers. She went ashore and became a total wreck in Palliser Bay about midnight on Good Friday.

On Monday and Tuesday rumours were current that a wreck had occurred in the neighbourhood of Cape Palliser during the recent heavy gale, and these were confirmed to the uttermost by the message received yesterday morning by a pigeon which had been liberated from the Government steamer Tutanekai, which had been despatched to search the coast immediately on her return from Onehunga on Tuesday afternoon.

The pigeon message conveyed a brief intimation of the casualty, and fuller particulars were gleaned on the arrival of the Tutanekai later in the afternoon.

The Zuleika left Dunedin for Wellington at 2 o'clock last Monday week, the 12th inst. She lay becalmed off Tairoa Heads for 36 hours, and at the end of that time she picked up fair wind which carried her up opposite Banks Peninsula. The breeze then began to increase until it was blowing a heavy gale.

About midnight on Thursday, when the wind became too strong, Capt. Bremner, a sailor of 37 years of age, put the vessel under a goose-winged main-lower-topsail and double reefed spanker, and kept that canvas on her until midday on Friday. The lower fore-topsail and fore-topmast-staysail were then set, and as the gale and sea had increased she was brought into the wind.

Shortly after 11 p.m. the land was sighted on the port bow, and the captain, seeing the dangerous position of the vessel, gave orders to "wear ship."

She was in the act of wearing when she struck.

A grating sound was heard as if she was scraping the bottom, and in a few minutes she was hard and fast.

From that moment

THE ZULEIKA WAS DOOMED.

Her condition could not have been more perilous, as she lay exposed to the full force and fury of the gale, raging with unchecked violence from the southern ocean.

A tremendous sea was running into the bay, and the waves completely overwhelmed and buried the ill-fated ship, sweeping everything moveable on deck overboard.

The officers, men, and apprentices (21 in all) recognised that it was a matter of life or death with them, but no panic occurred.

LIFEBELTS WERE SERVED OUT

and an attempt was made to launch the boats. This was found impossible, the boats being knocked about so much that in a few minutes they were unfit for use.

All on board then took to the mizzen rigging.

The seas at that time were smothering everything as high as the mizzentop.

After remaining aloft for over an hour, exposed to the fierce winds and spray and bitter cold, the unfortunate fellows, thinking the vessel would hold together, came on to the deck again and made their way to the fore-castle, and remained in it until half-past two a.m., protected from the seas and blinding rain which had chilled them to the bones.

About two o'clock the ship began to take a list to starboard, and in half an hour or so she was canted over so much that her rail was under water, allowing the sea to burst into the fore-castle and almost wash out the shivering crowd which had taken refuge there.

The whole of the men and boys, with the exception of the captain, who clambered on to the jibboom, then

SOUGHT REFUGE IN THE FORE-RIGGING,

where they remained for about half an hour.

The ship was then creaking and straining in a manner which made it evident to all on board that she was breaking up, and it was all too soon apparent to the unfortunate men that the vessel would not afford a refuge until daybreak.

Very soon the mizzen-mast went by the board, and it was followed a few minutes afterwards by the mainmast.

Fearing that the foremast would soon

follow suit, the hands rushed back to the deck and joined Captain Bremner on the jibboom, which was about 150yds off the beach.

After they had been there about twenty minutes, during which time the after part of the ship had broken away, the jibboom and fore-castle subsided into the water, and all were thrown into the turbulent seas, which in the immediate vicinity of the spot where the Zuleika had struck were covered with floating cases of kerosene, axe handles, churns, and other portions of the New York cargo, together with spars and pieces of the woodwork of the ship.

Many of the men were able to swim, and at once struck out for the shore, on which the sea was

BREAKING WITH TREMENDOUS FORCE

and deafening noise.

Those who were unable to swim clung to numerous pieces of wreckage, but the odds were fatally against them.

Many were soon overpowered by the angry broken seas, and were washed away and drowned.

Several others who could swim were stunned by the cases which were tossing about, and were washed ashore dead, battered and bruised almost beyond recognition.

THE SECOND MATE'S ESCAPE

The second mate, Mr Wm. Lane, aged 21, who is a capital swimmer, was nearly rendered senseless by a knock from a floating case, and was about to "throw up the sponge" when he saw the beach a few yards ahead, and giving a dozen strokes or so was flung ashore more dead than alive.

On regaining some degree of consciousness, Mr Lane surveyed the wild and desolate beach and waste of waters, and seeing no one else about concluded that he was the only survivor.

Presently, however, he saw one of the sailors (Peter Ankersen), who had been swimming in his company, walking along the beach, and the two of them started off to search for signs of human habitation.

After going up a gully and finding no sign of life, they lay down behind a bush protected from the keen wind, and rested for a couple of hours.

At daylight they made another search for a house, but again were unsuccessful, and returning to the beach they came across three dead bodies. They were those of three A.B.'s, viz., Jones, Charles Dawson and Blake Lying, fully clothed and with life belts on.

THE OTHER SURVIVORS.

Going further along the beach they came across a shepherd's whare, in which they were delighted to find Captain Bremner, two apprentices, and the carpenter and three seamen, who had also reached the shore after hairbreadth escapes.

These had been swept ashore within a few hundred yards of where the whare stood, and were fortunate enough to find it stocked with provisions.

A fire was lighted and some food prepared, and the survivors made themselves as comfortable as they could be under the circumstances.

On Sunday afternoon Mr Percy Dransfield, who is employed on a sheep station about six miles from the wreck, was on his way to Cape Palliser lighthouse (four miles from the wreck) when he

FOUND SOME DEAD BODIES

on the beach.

On making further search he discovered the survivors in the hut.

One of the station hands was sent away with a message to the police at Martinborough, 37 miles distant, and Messrs J. Sinclair and Eraia, the owners of the station, busied themselves in making the survivors as comfortable as possible.

WHERE THE WRECK OCCURRED.

The wreck occurred in Palliser Bay, about four miles from the lighthouse, but, owing to the impenetrable blackness of the weather, no glimpse of the warning beacon was caught by those on the illfated ship.

There is a large flat several miles long above the beach, running out from which are numerous rocks that are submerged at high tide. The ship struck bow first, and all that remains of her above water is a piece of the fore-castle, the iron plates of which are twisted out of shape. One of the yards is floating close by.

The beach is composed of shingle, and is strewn for two miles with battered kerosene tins, wooden cases, churns, mangles, axe handles, cases of axes, American lamps, spokes, and a few hundred tins filled with kerosene.

The wreckage has been severely battered about, and altogether is probably not worth more than £500 or £600.

A DITTOY ABBREVIATION

A FLOOD OF APPRENTICES.

One praiseworthy incident is reported by the survivors, who are loud in their praise of pluck displayed by one of the apprentices, Herbert Bellitt, the son of Captain Bellitt, of the ship *Corelli*, trading out of Liverpool. After being washed back three times he went to the rescue of one of the sailors, and pulled him out of the water. This was the lad's first voyage, and he says it will be his last.

LIST OF DROWNED.

Twelve men were drowned, viz. :

Herbert Graham, first mate, aged 28.

Geo. Petitite, steward, 28.

Geo. Wilson, A.B., 56.

Wm. Swanson, A.B., 33.

Chas. Lawson, A.B., 26.

Blake, A.B., 30.

Jones, A.B., 52.

Walter Summers, apprentice, aged 17.

McKay, A.B., 20 (shipped at Port Chalmers, where his parents reside).

Gellon, A.B., 56.

Williams, cook, 27.

David Stenock, apprentice, 18.

All the bodies, with the exception of the three last named, were washed ashore.

The only married men drowned were Wilson and Gellon.

THE SURVIVORS.

Those who escaped are nine in number namely: — Captain Bremner; William Lane, second mate; Adolpho Haverke, carpenter, who had several ribs broken; William Lisson, Eugene Malven, Peter Ankersen and William Kneen, A.B.'s.; Archibald Bellitt and Thomas Carson, apprentices.

THE CARGO.

The whole of the cargo for Wellington, comprising 900 tons of American merchandise, was consigned to Messrs Briscoe, MacNeil and Co. It is fully covered by insurance.

Before the *Tutanekai* left an inquest had been held by Mr J. P. Russell, J.P., of Wairarapa, on the whole of the bodies. A verdict of "found drowned" was returned.

The usual nautical enquiry will be held in Wellington at the end of the week.

The *Tutanekai* returned to the scene of the wreck at five o'clock this morning.

Kua tangohia aunoatia tēnei tuhinga mai i te Auckland Star, ka whakatōpūtia ki te tiwae kotahi, kātahi ka whakatika papaitia kia āta kitea ki te mata o tō rorohiko. Nā reira kāore pea e ōrite te āhua ki tō te whārangi tūturu. Ka kitea te tuhinga ki tōna āhua tūturu ki te tirohanga wā.

I whakamamatitia tēnei niupepa i runga anō i te āwhina mai o ngā Whare Pukapuka o Tāmaki-makaurau.



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taking with her coffins for the interment of those who perished.

The Rev. Mr Tuckey went in the steamer for the purpose of performing the last sad rites at the graveside.

The Tutanekai is expected back to-day with the survivors.

THE CAPTAIN'S STATEMENT.

Captain Bromner arrived at Wellington last night. He states that on Friday they had a southerly gale, and half an hour after midnight went ashore. Previously he had taken soundings, giving 69 fathoms. A tremendous sea was running. The boats were ordered out, but as there was no chance of their living in such weather all hands were served with lifebelts, and he advised them to do the best for themselves. He jumped overboard, and had great difficulty in gaining shore owing to floating wreckage. Some time after reaching shore he met some of the other survivors. He had been on the deck since Thursday, and was very exhausted. The chief officer and Sherwood did not have lifebelts. They both refused to take them, being excellent swimmers. Both were drowned.

THE LOST SHIP.

The Zuleika was a British ship, built of iron, and 1,144 tons burden. She was built by Aitken and Mansel, of Glasgow, in 1875, and was owned by T. Law and Co., Leith. Her dimensions were:—Length, 211·5 feet; beam, 35·2 feet; and depth, 21·1 feet. Her classification was 100 A1 at Lloyd's.

Mō tēnei pae | Mahere pae | Āheitanga | Whakapā mai | Ngā ritenga whakamahi | Puka Aratohu mō te Manatārua

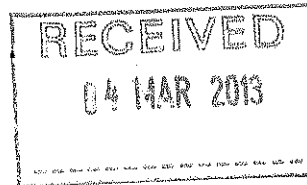
Appendix 3 – Martinborough Colonial Museum Submission to Draft 13/14 Annual Plan

Martinborough Colonial Museum Trust

c/o P O Box 93
Martinborough 5741

1 March 2013

The Chief Executive Officer
South Wairarapa District Council
P O Box 6
Martinborough 5741



Dear Sir

ANNUAL PLAN 2013/2014
SUBMISSION

The Council will now know of the formation of the Museum Trust in June 2012 and of the fact that the Trustees are currently embarking on a broad strategy to properly document, insure and then to improve the layout of the collection to make it more accessible and of greater interest to locals and visitors alike. Co-operation of Council officers has been much appreciated and currently we have initiated discussions to take place on matters relating to insurance.

In the process of developing and implementing a strategy, we have already commissioned and received a valuation of the collection undertaken by Webbs of Auckland and from a financial viewpoint the Trust is now registered with the Charities Commission and concurrently with that, has approval from the IRD with regard to deductibility for donations received. All the costs associated with this work plus our legal expenses have been able to be met from our own resources.

The Museum has previously received a general grant from the Council (\$750 in 2012) to meet non-specified expenses. This has been appreciated and we trust that a grant for similar purposes will be approved for the new financial year.

The other work on which we are embarking is not specifically funded to any extent and it is this for which we now seek Council's assistance. The first stage is to be the compilation and recording of everything in the collection as a new inventory in an appropriate computerised format. This will enable all details of items including their value to be held in one location. Current hand written records will be useful in this exercise but not as a permanent record.

A professional approach is being taken for all of this work and appropriate personnel have been identified to assist the Trustees to carry it out. This has been possible through contacts the Trustees have already established with other professionals who are actively involved with museum type activities with links to other sources of information such as Te Papa. In addition we are making a number of enquiries with other museums similar to us to see what they do and have done.

Actual costs are not known yet but we feel confident enough to seek a special grant from the Council of \$3000 towards funding the cost.

The Museum under its previous operational structure did a remarkable job, much in the face of a degree of public apathy. The Trustees now want to put the Museum on a confident well resourced course, efficiently set up to take a community asset in South Wairarapa into the future.

We consider it would be advantageous to the Council for them to meet the Trustees on a tour of the Museum at a time and date that would suit all parties. We await your advice on this and in due course to the Council's decisions with regard to this submission.

Yours faithfully

Peter Jenkins
Chairman

MARTINBOROUGH COMMUNITY BOARD

15 JULY 2013

AGENDA ITEM 5.5

REPORT ON FOOTPATH FORWARD WORKS PROGRAMME 2010-2013

Purpose of Report

The purpose of this report is to report on the footpath forward works programme.

Recommendations

Officers recommend that the Council:

1. *Receive the information.*

1. Executive Summary

In 2010 the Council engaged Wairarapa Workforce Development Trust in conjunction with Year 12 students from Kuranui College to undertake a condition survey of all footpaths and determine where new footpaths should be located.

Council also engaged Bri-Ken to review council's footpaths in the RAMM Database, updating the footpath types, location lengths and conditions.

From the condition survey it was possible to identify hazards on the existing footpaths e.g. tripping, overhanging vegetation that need to be remedied. A priority list for the renewal of existing footpaths based on the condition of the footpaths was compiled and now reviewed.

2. Background

A safe footpath network is an important infrastructure asset in the South Wairarapa District, enabling residents of all ages to move safely around the townships while at the same time reducing the dependence on motor vehicles for local transport.

The works programs have been reviewed over the past 3 years being adapted as required annually to deliver these works. These amendments were based on other works programs and the efficiencies that can be gained as well as shifting priorities.

New footpaths are constructed where there are no footpaths. The Council's policy is to provide a footpath on one side of each road unless there are special reasons why there should be footpaths on both sides. These special reasons might include high traffic volumes, high number of pedestrians, for example next to a school, traffic hazards such as poor visibility to cross the road. Once there is one footpath on every road the Council may start constructing second footpaths down each road. New footpaths are constructed using concrete because they have a longer life and can be fully repaired in short sections over its life.

The location of new footpaths is determined by assessing the need and looking at where they are required to form a pedestrian network to get around the communities and go to key destinations. This is done by involving the community, particularly those involved with people who are more likely to use footpaths and those most at risk of accidents such as children and the elderly.

3. Discussion

3.1 Hazard Results

The existing footpaths in the district are generally in good condition with relatively few hazards, as a result of renewal of many of the worst footpaths in recent years. Councils repair program has been dynamic due to the changing conditions over the past 3 years.

3.2 Footpath Renewal

The condition survey found relatively few defects with relatively low defect percentage.

However there have been some footpaths originally listed as defects that due to age and condition were replaced rather than repaired or where a section of new path was required abutting an aged section the new work and renewal was done concurrently to upgrade an entire section.

3.3 New Footpaths

The new footpaths recommended from the survey are listed in Appendix 2 showing what was completed and not with accompanying reason. The annual budget of \$86,000 will enable construction of about 770m of new footpath at about \$112 per linear metre.

3.4 Financial Considerations

Council's footpath renewal budget is \$43,000 and the budget for new footpaths is \$86,000. There will be budgeted money carried forward for the 12/13 year to the 13/14 year in both renewal and new footpaths due the 12/13 years works not being fully complete.

3.5 Other

Where the Council provides a footpath, it is morally obligated to maintain it in a safe condition.

4. Supporting Information

4.1 Existing Policy

The Council's policy on footpaths is to construct one footpath on each street before constructing a second. The recommended footpaths in this report are not consistent with this policy in that it is proposed that second footpaths be installed on busy or main roads or adjacent to facilities for at-risk pedestrians.

5. Appendices

Appendix 1 - Footpath work completed that was not included on the Footpath Works Programme

Appendix 2 - Footpath Forward Works Programme

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 - Footpath work completed that was not included on the Footpath Forward Works Programme

Street Name	Street Start	Street End	Side	Length (metres)	Reason Why
Featherston					
Harrison Street	Johnston St	Railway Station	Left	45	Completed because of heavy pedestrian use to and from railway station.
Greytown					
East Street	Kuranui College	Hospital Rd	Left	132	Completed because of new housing subdivision
Reading St	Mahupuku St	Jellicoe St	Right	110	Completed because there needed to be a footpath on one side of the road
Jellicoe St	Massy St	60 Jellicoe St	Right	200	Completed because there needed to be a footpath on one side of the road
West St	Humphries St	South Rd	Left		Completed because there needed to be a footpath on one side of the road & because of Governors Green Subdivision
Humphries St	Cotter St	Awhina Dr	Left	50	Completed because there needed to be a footpath on one side of the road
West St	Wood St	Haswell St	Right	236	Footpath was fully replaced as original was in such bad condition
Martinborough					
Princess St	Kitchener St/ SH 53	Cologne St	Right	252	Footpath was fully replaced as original was in such bad condition

Appendix 2 - Footpath Forward Works Programme

Street Name	Street Start	Street End	Side	length	Firs t	Mai n or	Adjacen t	Complete d	Comments	When (based on forward capex and priority)	Cost (\$112 per linear metre)
Featherston											
Bell St	Hickson St	Birdwood St	left	180				Works current		Works Current	20160
Bell St	Hickson St	Birdwood St	right	180	yes		yes	No*	*Doing left side		
Johnston St	Bell St	Harrison St West	right	180		yes	yes	No	already footpath on other side		
Johnston St	Harrison St West	To Swimming Pool	left	180	yes			No			20160
SH53 Revans St	Donald St	Waite St	right	90		yes		No	already footpath on other side		
SH53 Revans St	Waite St	Wallace St	left	195		yes		No	already footpath on other side		
SH53 Revans St	Lyon St	Daniell St	left	170		yes		No	already footpath on other side		
SH53 Revans St	Daniell St	Wakefield St	right	60		yes	yes	No	already footpath on other side		
Revans St	Wakefield St	Watt St	left	160		yes		No	already footpath on other side		
Donald Street	SH53 Revans St		right	300	yes			No	Small amount of footpath to entrance of Loft existing. Past that not priority		
Donald Street	SH53 Revans St		left	300				No	Not priority		
Donald Street	SH2 Fitzherbert	SH53 Revans St	left	350				No	already footpath on other side		

Wakefield St	Bell St	Harrison St Wt	right	180				No	already footpath on other side		
Wakefield St / Underhill Rd	Harrison St West		right	270	yes			No			30240
Titoki Gr	Underhill Rd	cds	left	150	yes			No			16800
Watts St	SH2 Fitzherbert	Revans St	right	65	yes			No			7280
Daniell St	SH53 Revans St	Brandon St	right	185				No	already footpath on other side		
Birdwood St	Fox St	Tait St	right	75				No	already footpath on other side, footpath will not fit on right side.		
Birdwood St	Bell St	Harrison St East	left	185				No	already footpath on other side		
Harrison St West	Johnston St	Wakefield St	right	190				YES			
			Total	3645							
Greytown											
Humphries	West St	Kempton St	right	130		yes		No	already footpath on other side		
East St	Hospital Rd	Papawai Rd	left	240			yes	Yes some	Done 152 metres (not quite to Papawai Rd)		
East St	Church St	McMaster St	right	340			yes	No	already footpath on other side		
Cotter St	Humphries St	CDS	right	450				No			50400
Mahupuku St	Reading St	Massey St	left	280	yes				Doing right side		
Mahupuku St	Reading St	Massey St	right	280					Works current		31360
West St	Humphries St	Wood St	left	450	yes			No	already footpath on other side		
North St	West St	SH2 Masterton -	Right	90	yes			No			10080

		Wgtn								
North St	SH2 Masterton - Wgtn	East St	Right	90	yes			No		10080
Reading St	McMaster St	Market Rd	left	380	yes			No	Footpath is half way up other side, will require new formed curb and channel	
Reading St	North St	Jellicoe St	left	570	yes			No	already footpath on other side	
Reading St	Mahupuku St	McMaster St	left	50				YES	62 metres	
McMaster St	East St	Reading St	left	70				No	already footpath on other side	
McMaster St	Reading St	Massey St	right	170				No	already footpath on other side	
Cotter St	Humphries St	CDS	right	450				No		50400
			Total	4040						
Martinborough										
Oxford St	Cork St	Sackville St	left	Pedestrian ramp			yes	No	already footpath on other side	

Total (\$)	\$246,960
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Footpath Submissions as at 12 June 2013

Martinborough										
Roberts St	Grey St	Weld St	not specified		Yes					
Easter St	Jellicoe St	Regent St	no specified		Yes					

Request that footpaths are developed from Daniel St to Martinborough Town including new footpath on Easter and extension along Jellicoe St & Malcolm to Easter and the new Estate Entrance											
Featherston											
Railway footpath along reserve	Bell St	Fox St									
Footpath around the outside of the ANZAC Hall be asphalted											



Martinborough Town Hall Working Group

Minutes
19 June 2013

Present: Cr Max Stevens (Chairperson), Malcolm Blown (until 7:40pm), Ian Cresswell, Mary Smith, Cr Julie Riddell, Winifred Bull, David Kershaw (from 6:40pm), Anne Brodie and Victoria Read.

In attendance: Suzanne Clark (Committee Secretary).

Conduct of Business: The meeting was held in the South Wairarapa District Council Chambers at 19 Kitchener Street, Martinborough between 6:30pm and 7:45pm.

1. APOLOGIES

MTHWG RESOLVED (MTHWG2013/10) to receive apologies from Ro Griffiths.

(Moved Bull/Seconded Cr Stevens)

Carried

2. MINUTES/FINANCES

2.1 MTHWG Minutes for confirmation

MTHWG RESOLVED (MTHWG2013/11) that the minutes of the Martinborough Town Hall Working Group meeting held on the 15 May 2013 be received and confirmed as a true and correct record.

(Moved Bull/Seconded Cr Stevens)

Carried

2.2 Matters Arising

Members discussed the definition of a donation as a 'completely unencumbered gift'.

2.3 Action Items From Previous Meeting

Cr Stevens advised that after speaking with the Mayor and other councillors he decided against making a submission to the Annual Plan requesting the loan of funds from the Town Hall strengthening fund. Cr Stevens was of the opinion that Council would approve this request.

3. COMMUNITY REQUIREMENTS FOR TOWN HALL

3.1 Toy Library and Plunket

Cr Stevens advised that he and Mr Kershaw had met with representatives from the Toy Library and Plunket and building requirements had been submitted to the Working Group for consideration by architects.

4. CORRESPONDENCE

4.1 Outwards

To Steve Bramley from Cr Max Stevens.

Cr Stevens tabled a proposal from Steve Bramley in response to the letter sent on behalf of the MTHWG and proposed that a subset of the Working Group met with the Mayor and CEO to discuss the proposal. A meeting with the Mayor and CEO would then be arranged with Mr Bramley.

The Working Group undertook to provide feedback on the proposal from Steve Bramley to Cr Stevens.

5. GENERAL BUSINESS

Cr Stevens proposed the creation of smaller groups to organise functions in the Town Hall similar to Jazz in Martinborough, in order to aid fund raising, increase Hall use and make the Hall refurbishment a more attractive proposition.

The Working Group accepted Mr Kershaw's offer of making an outside notice board at Mitre 10 available for Martinborough Town Hall updates and functions notifications. Erecting a notice board by the Martinborough Toilets was also discussed.

Mr Kershaw advised that Mitre 10 would be donating the services of a quiz master so a quiz night fundraiser could be held in the Town Hall.

Mr Cresswell advised that Jazz in Martinborough were seeking quotes on sound and lighting equipment for the Martinborough Town Hall and were likely to spend the money allocated to the Town Hall refurbishment on this project.

MTHWG NOTED:

1. Action 24: Investigate the creation of a digital rate payers database so contact can be made with ratepayers electronically. A suggestion was made to put a notice with the rates newsletter in order to get email addresses; P Crimp

Defibrillators are held at the following addresses

TOWN	LOCATION	Address & Contact details	Phone Number	Contact Person at Location	Email Address
CARTERTON	Carterton Golf Club	Chester Rd/ 24 Lincoln Rd, Ctn	06 379 8457	Alan Heffer ???	cartertongolf@xtra.co.nz
	Mobil Fuel Carterton	191/207 High St Nth, Ctn	06 379 8804 / Debs 0273360128	Blaine Smith / Debs Julian	blaine.smith@xtra.co.nz; smithhare@xtra.co.nz
	Carterton Bowling Club	20 Pembroke St, Ctn 5951	06 379 7493	Peter Leighton	Post only x 20
	Trust House Hockey	Showgrounds, Chester Rd, Ctn	Sally: 06 379 8133 Bruce: 06 3774363, 3774363, 0274779448	Sally Caldwell / Bruce Perry / Kelly Govan	bruce@bloodstock.co.nz; waihockey@xtra.co.nz
FEATHERSTON	Featherston Supermarket	41-43 Fitzherbert St, Fstn	06 308 9104	Michelle Hopkins	michelle@trusthouse.co.nz
	Featherston Golf Club	23 North Soldiers Settlement Rd, Fstn	06 308 9306	Alaister Forrest	featherston.golf@paradise.net.nz
GREYTOWN	Greytown Supermarket	74 Main St, Gtn	06 304 8525	Denis Fenwick	Trust House
	Greytown Bowling Club	55-59 East St, Gtn	06 304 7980 or 0274 970977	Ken Marshall	Ken.mar@xtra.co.nz
	Kuranui College	6 Wakelin St/East St, Gtn	06 304 9116	Geoff Shepherd	office@kuranui-college.school.nz
MARTINBOROUGH	Martinborough Pain and Kershaw	14-16 Jellicoe St, M'Boro	06 306 5555 or David 021625327	David Kershaw/Conor Kershaw	conor.kershaw@mitre10.co.nz; david@pandk.co.nz
	Martinborough Golf Club	Todds Rd, M'Boro	06 306 9076	Sue Berger	office@martinboroughgolfclub.co.nz
MASTERTON	Kuripuni Sports Bar & TAB	Queen St South, Kuripuni, Mstn	06 377 0405	Jeffery Kay	Trust House
	Solway Park	High St, Mstn	06 370 0500	Jerry Crump	Trust House
	Lansdowne/Masterton Golf Club	Manuka St, Mstn	06 377 4984	Ian Buchanan	enquiries@mastergolf.org.nz
	Mahanga Golf Club	Mahunga Drive, Oxford St, Mstn	06 377 4990; 06 378 9180	Martin Andrew / Di Hunter	admin@watermart.co.nz
	Masterton Bowling Club	McKenna St, Mstn	06 372 5859 or 06 377 4664	Dorothy & Henry Christensen	imonaghan@clear.net.nz
	Strada/Picture Theatre	230 Queen St, Mstn	06 378 8450	Brent Goodwin/ Sandra Meo	mummeo@hotmail.com
	Wairarapa Community Centre	170 Dixon St Mstn 5810	06-377 1022	Belinda Noyes	info@wcct.co.nz
	Mitre 10, Ngaumutawa Rd	169-171 Ngaumutawa Rd, Mstn	06 377 4955	Brent Stewart	brent.stewart@mitre10.co.nz

<u>TOWN</u>	<u>LOCATION</u>	<u>Address & Contact details</u>	<u>Phone Number</u>	<u>Contact Person at Location</u>	<u>Email Address</u>
	Flat Point	C/- Paul Robinson, 1 Beach Road, Flat Point	06 370 8393/ 0272410013	Andy Simpson	tania.andy@xtra.co.nz
GLADSTONE	Gladstone Hotel	Gladstone Rd, Mstn	06 372 7866	R. Brady / Rhiannon	gladstoneinn@ihug.co.nz
EKETAHUNA	Eketahuna	27 Main St, Eketahuna	06 375 8266	Janine Palmer/ Dennis	eketahuna@trusthouse.co.nz
MAURICEVILLE	Mauriceville	329 North Rd, RD2, Mstn	06 372 5700 / 02102218237	Andy Sims	adsims@contact.net.nz
MT BRUCE	Mt Bruce Bird Centre	RD1, State Highway 2	06 375 8004	Kathy Houkamau/ Pam	pbasher@doc.govt.nz; khoukamau@doc.govt.nz
PIRINOA	Pirinoa Hall	Pirinoa Hall, Lake Ferry Rd	06 307 7751	Carman Harrison / Heather Atkinson	organic.essentials@xtra.co.nz
NGAWI	Ngawi	Fire Stn, Cape Palliser Rd	Nigel and Carol 06 307 8180/ Debbie and Keith 06 3078086 or 06 308 9220	Nigel and Carol Thompson/ Debbie Banks	debandkeith@slingshot.co.nz
LAKE FERRY	Lake Ferry	Fire Station, Lake Ferry Rd	Mary Tipoki: 06 307 7831 or Murray 06-3077638 or 0274451624, weekends at 063078999	Murray Nix / Darlene Nix	lakeferry@hotmail.com; mtipoki@wise.co.nz
TINUI	Tinui	20 Charles St, Tinui	06 372 6851	Rick Kellow / Bridget	canningfamily@wizbiz.net.nz; bridget@wizbiz.net.nz; rick.kellow@xtra.co.nz
RIVERSDALE	Riversdale (Camp Anderson)	Pinedale Cres, Riversdale	06 3723516	Tania Hopman	info@campanderson.co.nz
CASTLEPOINT	Castle Point Camp Ground	Jetty Rd, Castlepoint	06 372 6705	Lynell & Kerry Ellis	holiday@castlepoint.co.nz
TORA	Tora Volunteer Rural Fire	C/- Kandahar, 982 Tora Road, RD2, Tora, M'Boro	06 307 8857	Marcia Hunter	thehunters@wise.net.nz

11 June 2013

The Martinborough Community Board
SWDC
PO Box 6
MARTINBOROUGH

Dear Sir / Madam

You will have recently read in the media that I have spoken out about the ease with which our young people can obtain synthetic cannabis in this region.

I know that it is being sold from at least two retail outlets in the Southern Wairarapa and young people at Kuranui College tell me that it is readily available whenever they want it.

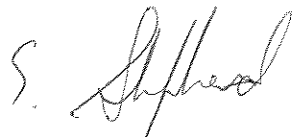
I am aware that legislation that will restrict the sale of so called "legal highs" is due to come into effect in August but I am appalled that any such drug can be bought from a corner dairy as easily as a can of soft drink.

I am holding a meeting on Wednesday 26 June at 6.30pm in the Kuranui College staffroom to which I invite you and other community leaders to come together to discuss the possibility of a community response to the sale of synthetic cannabis products.

Please RSVP to my Personal Assistant, Jo Crimp, on 3049116, Extension 702 or email crimpj@kuranui-college.school.nz.

I look forward to meeting with you on the 26th.

Yours faithfully



Geoff Shepherd
PRINCIPAL