



## MARTINBOROUGH COMMUNITY BOARD

**Agenda  
27 August 2018**

**Notice of a meeting to be held in the South Wairarapa District Council Chambers,  
19 Kitchener Street, Martinborough on Monday 27 August 2018 at 6:30pm.**

### **MEMBERSHIP OF THE COMMITTEE**

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

### **PUBLIC BUSINESS**

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

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

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

- 3.1 Peter Couchman and Tanya Cowen, Martinborough Business Association, speaking about parking behaviours in the Martinborough business district. **6:35pm**

#### **4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:**

*As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.*

#### **5. COMMUNITY BOARD MINUTES:**

- 5.1 Minutes for Approval: Martinborough Community Board Minutes of 16 July 2018 **Pages 1-4**

**Proposed Resolution:** *That the minutes of the Martinborough Community Board meeting held on 16 July 2018 be confirmed as a true and correct record.*

#### **6. CHIEF EXECUTIVE AND STAFF REPORTS:**

- 6.1 Officers' Report to Community Boards **Pages 5-45**  
6.2 Action Items Report **Pages 46-52**  
6.3 Income and Expenditure Report **Pages 53-57**  
6.4 SWDC Logo and Branding Working Party **Pages 58-70**  
6.5 Long Term Plan Submission and Decision Referrals **Pages 71-97**  
6.6 Applications for Financial Assistance **Pages 98-100**

6.7 Martinborough School Parking **Pages 101-105**

**7. NOTICES OF MOTION:**

7.1 None advised

**8. CHAIRPERSON'S REPORT:**

8.1 Chair's Report **Pages 106-120**

8.1.1. Community Board Projects

8.1.2. MCB Workshop

8.1.3. Budget 18/19 (to be tabled)

8.1.4. SWDC Response to LTP Submission

8.1.5. Christmas Parade Business Survey (to be tabled)

8.1.6. Martinborough Square Development

8.1.7. Footpaths

8.1.8. Council Road Closure Information During Flooding Events

**9. MEMBER REPORTS (INFORMATION):**

**10. CORRESPONDENCE**

*Proposed Resolution: That the inwards correspondence be received and outwards correspondence be approved.*

10.1 Inwards

From Chris Laidlaw, GWRC, to Martinborough Community Board dated 19 July 2018 **Pages 121-122**

From Paul Crimp, SWDC, to Martinborough Community Board dated 24 July 2018 **Pages 123-126**

From Martinborough Business Association, to Martinborough Community Board (email) **Pages 127-128**

## Martinborough Community Board

### Minutes – 16 July 2018

- Present:** Lisa Cornelissen (Chair), Maree Roy, Cr Pip Maynard, Cr Pam Colenso and Maisie Arnold-Barron (student representative).
- In Attendance:** Mark Allingham (Group Manager Infrastructure and Services) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 16 July 2018 between 6:30pm and 7:25pm.

#### **PUBLIC BUSINESS**

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

*MCB RESOLVED (MCB 2018/41)* to receive apologies from Vicky Read, Fiona Beattie and Mayor Viv Napier.

*(Moved Cornelissen/Seconded Cr Maynard)*

Carried

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

No conflicts of interest were declared.

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

There was no public participation.

##### **4. ACTIONS FROM PUBLIC PARTICIPATION**

There were no actions from public participation.

##### **5. COMMUNITY BOARD MINUTES**

###### **5.1 Martinborough Community Board Minutes – 11 June 2018**

*MCB RESOLVED (MCB 2018/42)* that the minutes of the Martinborough Community Board meeting held on 11 June 2018 be received and confirmed as a true and correct record subject to correcting the '10.1 Outwards' to '10.1 Inwards'.

*(Moved Cr Colenso/Seconded Roy)*

Carried

## 6. CHIEF EXECUTIVE AND STAFF REPORTS

### 6.1 Action Items Report

Members discussed the action items and updates were provided.

*MCB RESOLVED (MCB 2018/43):*

1. To receive the Action Items Report.  
(*Moved Cr Colenso/Seconded Cornelissen*) Carried
2. Action 458: Provided Considine Park Users Group members are all in favour of fireworks being held in Considine Park, invite Martinborough School to organise the 2018 Guy Fawkes event; Cr Colenso

### 6.2 Income and Expenditure Report

Cr Colenso undertook to liaise with Poletch about straightening the Martinborough flags as a community service.

*MCB RESOLVED (MCB 2018/44):*

1. To receive the Income and Expenditure Statement for the period 1 July 2017 to 30 June 2018.  
(*Moved Cornelissen/Seconded Cr Colenso*) Carried
2. Action 459: Enquire with the Martinborough cycle stand supplier whether the piece between the stands displaying the cycle picture is still to be supplied, and if not source something similar to indicate their purpose; M Allingham
3. Action 460: Check to see where the reimbursement to Cr Colenso for wood for creation of the WWI picture frames has been coded – it should be a general MCB expense; J Mitchell
4. Action 461: Remove the MCB flag hanging and WWI commemorations commitments; J Mitchell

### 6.3 Officers' Report to Community Boards

Members discussed the Featherston by-election result and the Waiyinga Centre delays.

*MCB RESOLVED (MCB 2018/45) to receive the Officers' Report.*

(*Moved Roy/Seconded Cr Maynard*) Carried

### 6.4 Grants Policy Review Report

*MCB RESOLVED (MCB 2018/46):*

1. To receive the Grants Policy Review Report.
2. To agree the amendments to the policy subject to minor grammatical amendments.
3. To agree the next review date be February 2021.  
(*Moved Cr Colenso/Seconded Cr Maynard*) Carried

## 6.5 Working with Volunteers

*MCB RESOLVED (MCB 2018/47):*

1. To receive the Working with Volunteers Report.
2. To note the process for assessing whether volunteers can be utilised.

*(Moved Cornelissen/Seconded Cr Colenso)*

Carried

## 6.6 Martinborough Cenotaph

Mrs Cornelissen noted that correspondence received from Council had indicated that a full cenotaph plinth and step replacement would be undertaken by Council within Council's budgets. Mr Allingham advised that as the cenotaph had been assessed as structurally sound, plastering and then painting the plinth would give a renewed appearance and full replacement was not necessary. Members discussed the light replacement and compliance with Dark Sky requirements.

*MCB RESOLVED (MCB 2018/48):*

1. To receive the Officers' Report.
2. To agree that the light and pole is replaced, ensuring that the new light bulb meets the Dark Sky standard (2200 kelvins or lees).
3. That repointing is undertaken as necessary.
4. That the cenotaph plinth is plastered and painted to look like new concrete, painted grey, and that an anti-slip texture is applied.

*(Moved Cornelissen/Seconded Cr Colenso)*

Carried

## 7. NOTICES OF MOTION

There were no notices of motion.

## 8. CHAIRPERSON'S REPORT

### 8.1 Chairperson's Report

Members discussed the outstanding report on parking issues around Martinborough School on Dublin and Roberts Street, footpath renewals and repairs being prioritised by Council based on need in order to meet NZTA funding guidelines, the draft Community Board budget, Martinborough Christmas Parade survey results, and the Pain Farm shelter belt.

*MCB RESOLVED (MCB 2018/49):*

1. To receive the Chairperson's report.
2. To receive the draft Community Board budget and Christmas Parade survey results.

*(Moved Roy/Seconded Cr Colenso)*

Carried

3. Action 462: Prepare a report of options to resolve the parking issues and muddy berms around Martinborough School on Dublin and Roberts Street; M Allingham

- 4. Action 463: Revise the Christmas parade survey for businesses only, and ask the Martinborough Business Association to send out to all members; L Cornelissen
- 5. Action 464: Liaise with Greytown and Featherston Community Boards to ascertain proposed Christmas parade dates; L Cornelissen

**9. MEMBERS REPORTS (INFORMATION):**

There were no reports from members.

**10. CORRESPONDENCE**

10.1 Inwards

From Victim Support, to Martinborough Community Board, dated 22 June 2018

10.2 Outwards

To Yvonne Way, Wings Over Wairarapa, from Vicky Read, Martinborough Community Board, dated 28 June 2018

To Mr M Woolley, Martinborough Mens Shed, from Cr Pam Colenso, Martinborough Community Board, dated 11 June 2018

*MCB RESOLVED (MCB 2018/50) that the outwards correspondence be approved and inwards correspondence be received.*

*(Moved Cornelissen/Seconded Cr Maynard)*

Carried

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

# MARTINBOROUGH COMMUNITY BOARD

27 AUGUST 2018

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## AGENDA ITEM 6.1

### OFFICERS' REPORT

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#### **Purpose of Report**

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

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the Officers' Report.*

### CHIEF EXECUTIVE

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

The adoption of the Long Term Plan last meeting signifies the end of an intensive period, and an opportunity for staff to have a bit of a breather before moving on to the delivery against that Plan.

It is also the end of the financial year and work has commenced on preparing the Annual Report.

The Local Government New Zealand conference is a chance to take a wider view of what is happening in the sector and future thinking and initiatives. It is pleasing to observe our LTP incorporates many of the initiatives discussed at this conference.

## 2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output.

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

### 2.1 Featherston Ward By Election

The Featherston ward by election saw Ross Vickery elected, with 41.53% voter turnout.

This compares against the 2016 election of 56.28% (elections where there is a Mayoral race usually attract a higher turnout), and the national average for the 2016 election of 42.0%.



## **2.2 Representation Review**

The representation review, which has to be held every six years, has commenced, a recommendation is presented to this Council meeting.

## **2.3 Governance Review**

Officers participated in certain aspects of the Governance review. This was a positive process and highlights a connectedness between council officers and staff, and elected members.

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

## **3.1 Meetings/Conferences**

### **3.1.1. Local Government New Zealand Conference**

The annual LGNZ Conference was held in Christchurch 15 to 17 July.

The theme of this year's conference was:

*" We are firmly focused on the future: Future-proofing for a prosperous and vibrant New Zealand "*

It is interesting to reflect on the conference agenda, and the initiatives discussed and included in our LTP. We are certainly in line with contemporary thinking around looking to the future

Key conference themes were "localism", now and for the future (a generic term for concentrating on the local, while keeping an eye on the wider district or region), local economic prosperity, health and wellbeing in the communities, Three Waters, and Inspiring Maori connections to grow

### **3.1.2. Mayoral Forum**

No Mayoral Forums were held during the reporting period.

### **3.1.3. Wellington Water**

Discussions continue with Wellington water on various matters in relation to the operation, and issues surrounding our three waters network.

Officers have attended workshops to consider options for waters delivery in the region in light of the Governments rhetoric, a submission to the Governments waters working party will result from these workshops.

# **4. Corporate**

## **4.1 Occupational Health and Safety**

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

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

A health and safety report for April is included in Appendix 1.

## 4.2 Waihinga Centre/Martinborough Town Hall

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

Occupancy is now planned for October/November.

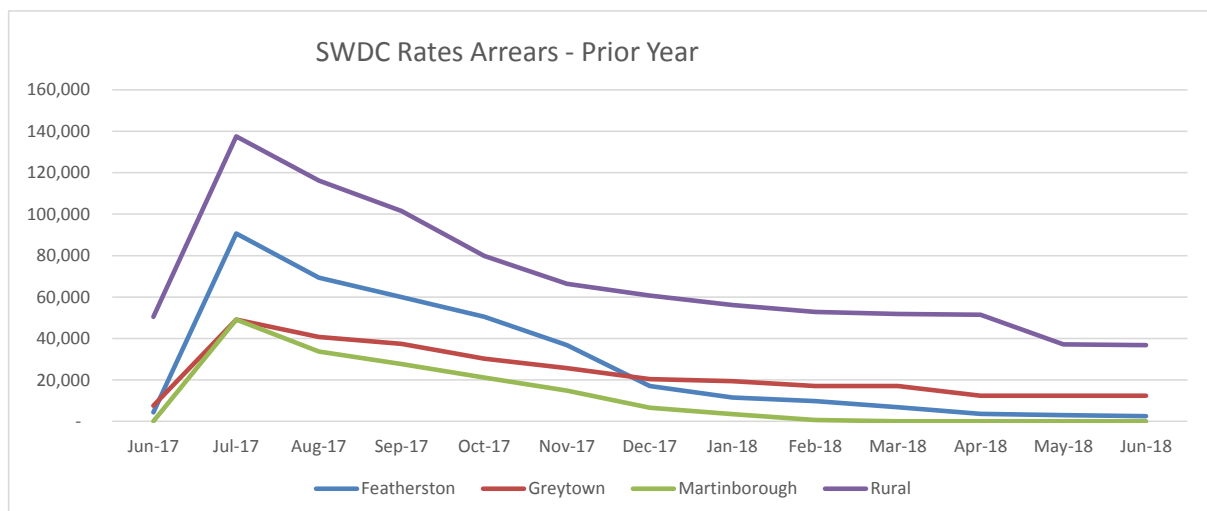
Fortnightly construction team meetings continue to be held, ensuring the project is monitored closely. The construction team includes Mayor Napier, Vicky Read (Waihinga Trust / users rep), Max Stevens (Waihinga Trust / user rep), David Borman (SWDC project Manager), Mike Arnopp (Riggs) and I. The pleasing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

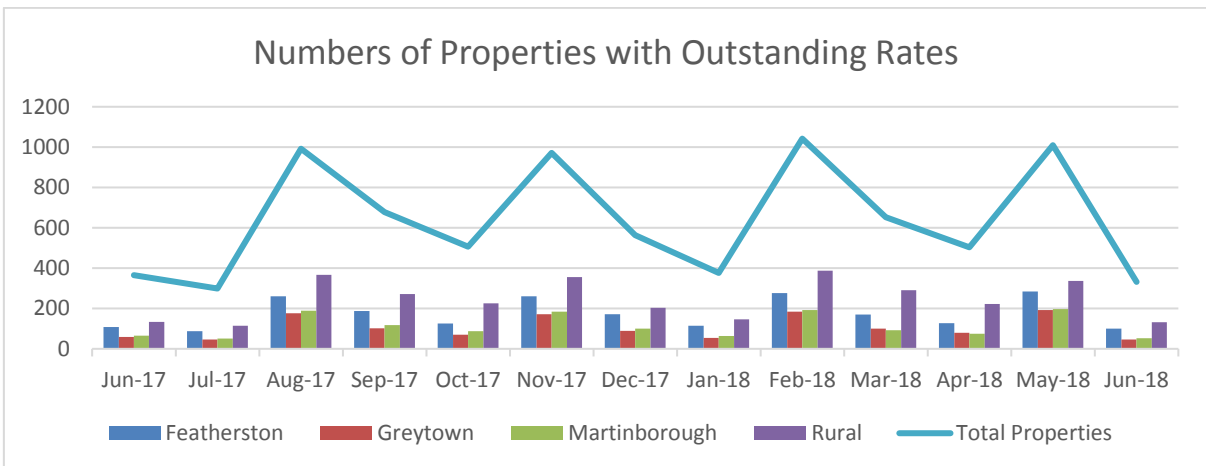
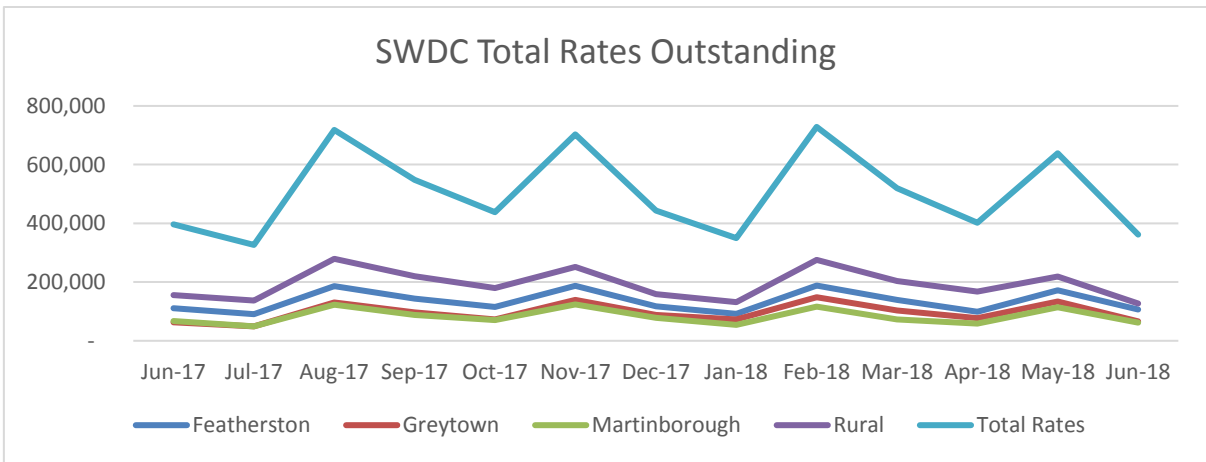
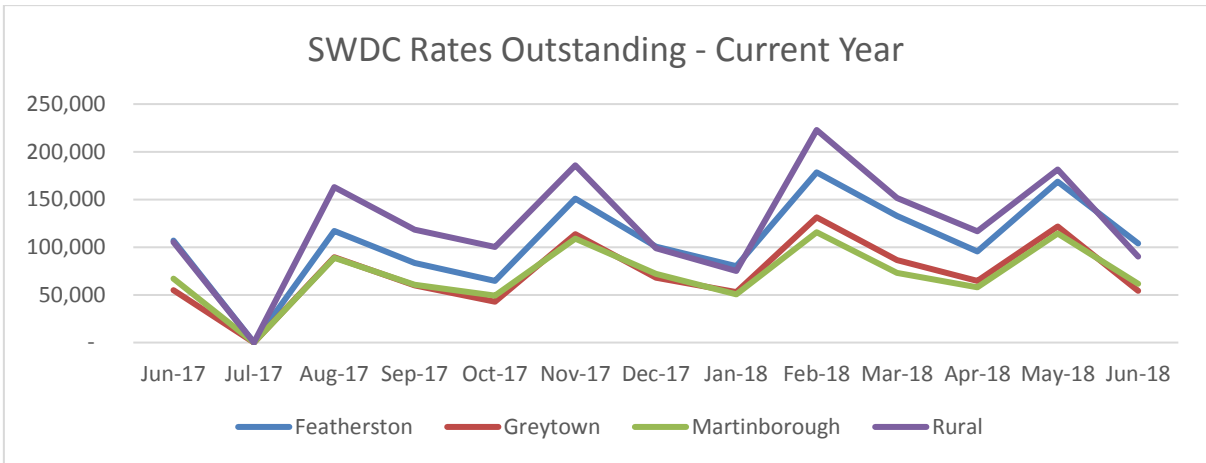
The financial summary, attached as Appendix 2, is reviewed by the construction committee and also presented and discussed at the audit and risk meeting. This summary includes variations to the original programme; variations are approved at the construction team meetings.

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

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

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





This is a pleasing year end result, while we continue to work on arrears, including additional payment options, we appear to have plateaued in terms of numbers of properties outstanding, and funds outstanding.

While a total outstanding of the high \$300K's I recall times where this number was three times this amount.

## 4.4 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
13 June 18	Provincial Growth Fund.	Information supplied.
20 June 18	Cost of the Resource Consent application for the Featherston Wastewater Treatment Plant.	Information supplied.
20 June 18	Council property sales.	Information supplied.
25 June 18	Building and resource consents of neighboring property.	Information supplied.
25 June 18	How many diesel tank permits (for heating purposes) have been issued by our council?	Information supplied.
26 June 18	Details of Councillor Workshops that are not open to public in past 18 months.	Information supplied.
2 July 18	Featherston Wastewater project. Affordability.	
4 July 18	What is your average residential rates take for the 2018/19 financial year.	
9 July 18	Correspondence between SWDC and the Waiinga Centre developers.	
9 July 18	Library staff employed and wages.	Information supplied.
11 July 18	Correspondence between SWDC and Chorus Ltd 55 Fitzherbert.	
25 July 18	Social Housing rent increases.	
26 July 18	Town Hall sales in past 5 years	Information supplied.

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

## 5. Appendices

Appendix 1 – Health and Safety Report

Appendix 2 – Waiinga Centre Finances

Contact Officer: Paul Crimp, Chief Executive Officer

# **Appendix 1 – Health and Safety Report**

# South Wairarapa District Council Health and Safety Report 1 June 2018 – 10 July 2018

## HEALTH AND SAFETY STRATEGY

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

## RESOURCING

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

## HEALTH AND SAFETY – DRIVING CONTINUOUS IMPROVEMENT (lead indicators)

### Training

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

### Engaging with our people

Health and Safety at Work Team have recently:

- Looked at how the team can keep health and safety alive through contributing in team meetings and having providing messages to team mates in the health and safety newsletter.
- Continued the review of our hazard register to ensure that we have captured all risks and our controls are effective.
- Endorsed our lone/remote worker monitoring procedure for rollout across council.
- Endorsed our working with volunteer's guidelines and tools for rollout across council.

### Near Miss reports

No near misses reported in the period 1 June 2018 – 10 July 2018.

### Wellness

- All staff continue to be offered flu injections.
- All staff offered annual wellness payment of \$200.

### Working with our Contractors

Council continue to implement the contractor management system.

- Council staff continue to evaluate contractor's health and safety systems.
- Council staff who engage contractors continue to engage with contractors through pre-start meetings, inductions and safety audits, promoting Councils health and safety expectations.
- Five safety audits were undertaken in the period 1 June to 10 July 2018. Five did not meet audit requirements, all undertook remedial action.
- No contractor incidents reported.

## HEALTH AND SAFETY ACCIDENT & INCIDENT REPORTING (Lag indicators)

Three new non-injury incidents reported during the period 1 June to 10 July 2018. All accident and near miss reports are referred to the Health and Safety at Work Team and Management, who review and satisfy themselves appropriate actions have been taken and where necessary, appropriate additional controls are put in place.

## RISK MANAGEMENT

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

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

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

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

Risk	Description of risk	Controls and reduction measures	Actions
<p><b>Lone / remote workers</b></p>	<p>It is not always possible for staff to work in teams or even in pairs. Often staff are required to work alone and remotely, where in some cases poor cell phone coverage is an additional factor.</p>	<p>All staff who work remotely or alone will be provided with cell phones. They will be required to sign out before they leave, including their intended location and expected time of return. This will be monitored and action taken in line with an emergency response plan if help is summoned or they fail to return by the expected time. They will be required to sign in when they return. They will be provided with a device to summon assistance which do not require cell phone coverage.</p> <p>Consideration to be given to having vehicles fitted with GPS.</p>	<p>Staff who work remotely or alone to have access to cell phones. Sign out/in systems in place and being used.</p> <p>Garmin InReach remote contact device currently being used by Bylaws team. Device meets legislative requirements by providing two way communication in areas out of cellular range. Device also provides GPS functionality, enabling manager to pinpoint location of staff.</p> <p>A second Garmin device has been purchased for use by the remainder of staff who work in lone/remote situations. This will be monitored, with additional devices purchased if required.</p> <p>Monitoring process for sign out/in system developed by H&amp;S contractor and Bylaws team, for implementation across council.</p> <p>Emergency Action Plans developed.</p> <p>Training in the use of the device, monitoring, and emergency procedures developed and endorsed by the health and safety at work team for roll out to all staff who work alone or remotely.</p>



# **Appendix 2 – Waihinga Centre Finances**

SWDC  
Waihinga Centre  
Project forecast - Actuals to June 2018

# DRAFT

Per Council decision 18.1.2017

\$ 5,132,010

	Budget	Invoiced to 30.06.2018	Invoices to come	Forecast spend
<b>Made up as follows:</b>				
<b>Rigg Zschokke Construction Contract</b>	4,223,709	2,828,838	1,374,871	4,203,709
Rigg Zschokke Agreed Variations*		27,387	10,204	37,591
		2,856,225	1,385,075	4,241,300
<b>Insurance</b>		24,522	2,200	26,722
<b>Professional fees (design team) to Jan-17</b>	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		509,459	-	509,459
<b>Other fees to Jan-17 (including SGL, QS)</b>	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		268,343	-	268,343
<b>Architect &amp; Engineer construction monitoring</b>	80,000			
Holmes Consulting - Construction Monitoring		47,500		
Warren and Mahoney - Site Monitoring		35,235		
Warren and Mahoney - Variations*		11,578		
		94,312	-	94,312
<b>Development &amp; Design Variations**</b>		106,453	5,575	112,028
<b>QS Services to completion</b>	50,000			
Venture Consulting		22,500	7,500	
Clendon Burns & Park		13,438		
		35,938	7,500	43,438
<b>Budgeted Core costs</b>	5,132,010			
Plus Contingency	200,000			187,919
<b>Overall budget</b>	<b>\$ 5,332,010</b>	3,895,253	1,400,350	<b>\$ 5,319,929</b>

**\*Construction Variations to date:**

	Invoiced to 30.06.2018	Invoices to come	Forecast spend
<b>Rigg Zschokke</b>			
Removal of asbestos	7,310		
Insurance obtained directly	(20,000)		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room	7,500		
Replace ceiling joists supper room	2,000	500	
Temporary structural support	9,500		
Concrete under existing foundation	1,000		
Supper room framing connection to external wall	500	500	
Extend concrete overlay to areas of demolished chimney	3,500		
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
Remove existing structural steel bracing	3,500	1,500	
Supper room lintel beams		500	
Supper room brick wall connections		1,000	
Toilet to back of house		3,704	
Delete recessed floors to toilets, tiles to floor		(1,000)	
Holmes Construction issue	6,727		
Materials supply savings	(5,000)		
Foundation beam kitchen	3,885		
	27,387	10,204	37,591
<b>Warren and Mahoney</b>			
Alternative cladding product + Addl Toilet	11,578	0	11,578
<b>Additional Insurance</b>	24,522	2,200	26,722
<b>**Development &amp; Design Variations:</b>			
SGL	5,500		
Engeo Geotech	13,715		
Holmes Consulting - Design & Fire	8,475		
HVAC Design	5,590	3,075	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	45,158		
Holmes Consulting - Construction Monitoring	23,015	2,500	
	106,453	5,575	112,028
<b>Net cost/(savings) from Variations:</b>			<b>187,919</b>

# PLANNING AND ENVIRONMENT

## 1. Resource Management

### 1.1 Resource Management Act - District Plan

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

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

### 1.2 Resource Management Act - Consents

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	97%	148 of 152 applications (land use, subdivision, and permitted boundary activities) were processed within statutory timeframes. NCS.
s.223 certificates issued within 10 working days	100%	96%	48 of 50 s223 certificates were processed within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	50 s224 certificates processed. NCS.

Council received 21 consent applications (14 subdivision, 4 land use, and 3 permitted boundary activity) between 1 June 2018 and 30 June 2018.

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

152 consent applications were processed in the 17/18 financial year (131 resource consents were processed in the 16/17 financial year). This is a 16% increase.

### 1.3 Reserves Act – Management Plans

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

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

### 1.4 Local Government Act – LIM's

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2017-18
Non-urgent LIMs are processed within 10 days	100%	99.5%	G:\LIMs\LIMS PROCESSED 2017-18 One LIM application via email was missed and was issued late.

TYPE	YTD 1 <sup>ST</sup> JULY 2017 TO 30 <sup>TH</sup> JUNE 2018	PREVIOUS YTD 1 <sup>ST</sup> JULY 2016 TO 30 <sup>TH</sup> JUNE 2017	PERIOD 1 <sup>ST</sup> JUNE 2018 TO 30 <sup>TH</sup> JUNE 2018	PREVIOUS PERIOD 1 <sup>ST</sup> JUNE 2017 TO 30 <sup>TH</sup> JUNE 2017
Standard LIMs (Processed within 10 working days)	223	225	15	19
Urgent LIMs (Processed within 5 working days)	75	85	3	4
<b>Totals</b>	<b>298</b>	<b>310</b>	<b>18</b>	<b>23</b>

As shown above the number of LIM's processed has decreased slightly in the last 12 months from 310 to 298, a decrease of 4%. This continues a levelling off of the numbers of LIM's processed from the last three years.

## 2. Public Protection

### 2.1 Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	98.89%	NCS – 356 of 360 CCC's were issued within 20WD. 4 in total. 3 incidents previously reported on
Building consent applications are processed within 20 working days	100%	100%	NCS – 532 consents were issued within 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2020. Council was re-accredited in January 2018
BCA inspects new building works to ensure compliance with the BC issued	Yes	Yes	<b>Building Consents</b>

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
for the work, Council audits BWOFS and Swimming Pools			Council inspects all new work to ensure compliance (June 2018 – 346 inspections) <b>BWOFS –</b> Total 169 – average of 3 audits per month required, 1 audit carried out in June. This was due to staff absences. <b>Swimming Pools –</b> Total 279 – average of 7 audits per month required. 3 audit carried out in June. This was due to staff absences.
Earthquake prone buildings reports received	90%	N/A	Under previous legislation 148 of 229 known premises had been addressed.  Under the new legislation, all buildings needed to be re-assessed. Council has now reviewed the potential Earthquake Prone Buildings (EQP) and letters have been sent to owners advising them of their buildings status. 104 letters sent out in total. 69 - identified as no longer EQP 21 - require engineer assessment 11 - still being assessed by LGE 15 - identified as EQP and have been sent notices to be affixed to the building. 1 - newly identified potential EQP building

TYPE – JUNE 2018	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	9	\$200,228
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$18,500
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	31	\$2,547,311
<b>Other</b> (public facilities - schools, toilets, halls, swimming pools)	0	\$0.00
<b>Totals</b>	<b>41</b>	<b>\$2,766,039</b>

## 2.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	100%	South Featherston school visit occurred on 14 December 2017. Positive feedback was received from school staff and children. Kahutara School presentation was done 20 March 2018. Featherston School done 11 May and was an excellent visit.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	99.2%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 242/244

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	87.5%	21/24 3 incidents previously reported

<b>INCIDENTS REPORTED 1 JUNE 18 TO 30 JUNE 18</b>	<b>FEATHERSTON</b>	<b>GREYTOWN</b>	<b>MARTINBOROUGH</b>
Attack on Pets	-	-	-
Attack on Person	-	1	-
Attack on Stock	-	-	-
Barking and whining	1	-	-
Lost Dogs	2	2	2
Found Dogs	2	2	2
Rushing Aggressive	-	-	-
Wandering	10	6	6
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled	-	-	1

### 2.3 Public Places Bylaw 2012 - Stock Control

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

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 19 incidents
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 35 incidents

<b>INCIDENTS REPORTED</b>	<b>TOTAL 1 JULY 17 TO 30 JUNE 2018</b>
Stock	27

## 2.4 Resource Management Act – afterhours Noise Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	97.67%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls 88/92 attended within timeframe Two incidents in December 2017 previously reported on. Two further incidents in June went over time.

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2017 TO 30 JUNE 2018	PREVIOUS YTD 1 JULY 2016 TO 30 JUNE 2017	PERIOD 1 JUNE 2018 TO 31 JUNE 2018	PREVIOUS PERIOD 1 JUNE 2017 TO 30 JUNE 2017
Total	92	125	6	7

## 2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	NCS data. All premises inspected at new or renewal application stage (48).
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	88.46%	There are 26 premises and 30 licences that are high or medium risk. Of these, 23 premises and 27 licences have been inspected. The premises yet to be inspected have been scheduled to have an unannounced compliance check during the 2017/18 reporting period. A review of the medium risk premises has shown that one business is no longer a medium risk premises and previous inconsistencies were due to reporting premises on one report and licenses on the other without making this distinction clear. Future reports will document the number of premises and the number of licenses. Percentage value shown is the percentage of premises inspected annually.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	The CLEG has met and multiple compliance inspections were undertaken in June 2018 in conjunction with NZ Police and Public Health.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2017 TO 30 JUNE 2018	PREVIOUS YTD 1 JULY 2016 TO 30 JUNE 2017	PERIOD 1 JUNE 2018 TO 30 JUNE 2018	PREVIOUS PERIOD 1 JUNE 2017 TO 30 JUNE 2017
On Licence	25	19	1	0
Off Licence	10	21	0	3
Club Licence	2	4	0	0
Manager's Certificate	127	130	14	8
Special Licence	65	57	3	4
Temporary Authority	7	8	0	4
<b>Total</b>	<b>236</b>	<b>239</b>	<b>18</b>	<b>19</b>

## 2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 17/18	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FCP in place and meet the risk based standards set out in the Plan.	100%	100%	NCS data. 31 premises inspected at new or renewal application stage to date
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data. 54 premises inspected at new or renewal application stage to date

## 2.7 Bylaws

Between 1 June 18 and 30 June 18 there were 4 notices relating to trees and hedges, no litter and two abandoned vehicle complaints.

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



## **INFRASTRUCTURE AND SERVICES**

### **1. Group Manager highlights**

The closing of the submissions for the Featherston Wastewater Treatment Plant (WWTP) consent is a step closer to the hearing and final determination of the future works to be undertaken. The large number of submissions on this consent over that of the last two shows a higher degree of interest in the works and process.

With Lake Ferry irrigating to land for almost 10 years, Martinborough WWTP irrigating to land this year and work starting on the Greytown WWTP and irrigators this month, the goal of all wastewater removed from rivers is progressing well. While it is a long term plan over 30 years' works are being brought forward where possible to expedite the process and archive the highest percentage to land possible.

Another milestone has been the sealing of Cape Palliser Road. Locals and tourists/visitors have been asking for this section of road to be sealed for many years. With the upgraded toilets, road sealing, Ngawi reserve, solid waste facilities and road resilience works the Palliser Coast has seen substantial development over the past 7 years. This matches increased tourism and freedom camping in the area but also improves the amenity for South Wairarapa Residents.

The school holiday period has seen increased patronage of the libraries and other facilities. The library programs have been well attended and so far, in the 2017/18 year 27 programs have been run over the 3 libraries; this is in excess of the 9 programs as per Council's performance indicator.

The new financial year has staff planning and letting contracts for works to be undertaken in the summer period and prior to Christmas. Reseal contracts are ready to be delivered once the final roads list is completed and work on amenities already underway having installed bike racks in Martinborough, dog bag dispensers in Greytown and the Cherry Park gazebo painted in Featherston. New facilities fencing and toilet renewals are all underway at present in Greytown with more amenities work taking place in all three towns.

As the weather improves the works on the painting of the Greytown Town Centre, roading and waters renewal projects etc. will get underway leading up to the Christmas break and the New Year works season.

## 1.1 Water Supply

*SERVICE LEVEL – Council provides reliable and safe drinking water supplies. Water provided is safe to drink and there is adequate water for urban firefighting.*

## 1.2 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JUNE	YTD	JUNE	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		605		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	FTN: Yes GYT: Yes MTB: Yes		FTN: Yes GYT: Yes MTB: Yes		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	FTN: Yes GYT: Yes MTB: Yes		FTN: Yes GYT: No MTB: Yes		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.25 per 1000 (1 complaints)	2.52 per 1000 (10 complaints)	0	10
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.25 per 1000 (1 complaints)	4.5 per 1000 (18 complaints)	1	18
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.51 per 1000 (2 complaints)	2.0 per 1000 (8 complaints)	2	8
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(0/0) 100%	Median Time 51mins	0	35
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(0/0) 100%	Median Time 3h 31mins	0	35
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	(17/18) 94%	Median Time 18h 28mins	18	367
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	(16/18) 89%	Median Time 25h 53mins	18	367
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		38.5%		

## 1.3 Water supply capital improvements

### 1.3.1 Featherston water supply

Based on the quotes, discussions are on-going to see if there are efficiencies to combine the new bore to a single contract. Preparation of a

resource consent variation to the existing consent to increase the bore allocation over 4 bores, relinquish river take consent and extend the consent expiry (existing consent expires Dec 2019). Regional council has shown reluctance to issue long term consent until it is known what the impacts of Whaitua process are.

Request for proposal being prepared to convert one of the raw water storage ponds adjacent to the WTP, which will give approximately 2 days storage for both Featherston and Greytown.

### **1.3.2. Water reticulation renewal**

Stage 3 of the trunk main renewal contract was completed by Higgins with 1.8km installed. Only parts left are the pipe-bursting near Wilkies Road and the railway crossing. This will be a full replacement of the 6km for the Greytown main.

### **1.4 Water treatment plants**

The Martinborough plant operated routinely over the period. The Waiohine plant and Greytown Bore have operated routinely. Enquiries have started for the siting of the new bore at Woodside.

### **1.5 Water compliance**

The sampling was completed correctly for all towns.

Continuous monitoring of water treatment plants was not accepted for compliance, due to operator turn-over and records not up to standards of Drinking Water Assessor. The plant records show that the water was compliant, however DWA was not willing to accept the records without a successful operator assessment.

### **1.6 Water reticulation**

There were 18 reticulation repairs reported and rectified during the period.

### **1.7 Water races**

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory flows. There were 6 accounts for blockage clearing or no water flow for the Moroa network. There were 2 accounts for blockage clearing for the Longwood network over the period.

## 2. Waste Water

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

### 2.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JUNE	YTD	JUNE	YTD
Number of blockages per 1000 connections	<10	1.68 per 1000 (7 complaint)	11.71 per 1000 (48 complaint)	5	48
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	0.97	0.97 per 1000 connections (2 overflows)	1.46 per 1000 connections (6 overflows)
Attendance time: from notification to arrival on site	< 1 Hr	6/7 (86%)	Median Time 47min	7	66
Resolution time: from notification to resolution of fault	< 4 Hrs	5/7 (71%)	Median Time 1h 57m	7	66
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0	0.5 per 1000 (2 complaint)	0	2
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.24 per1000 (0 complaint)	2.68 per 1000 (12 complaint)	1	12
No. of complaints per 1000 connections received about sewage system blockages	< 15	1.21 per 1000 (5 complaint)	11.71 per1000 (48 complaint)	2	48
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	6/7 (86%)	89% (59/66)	7	66

### 2.2 Waste water treatment plants

#### 2.2.1. Capital and consents

##### Featherston Waste Water consent application

The consent application was notified on 16<sup>th</sup> May 2018, with a hearing booked for October 2018.

Upon officer review the timings as below are being considered to bring the winter storage forward in 2B to 13-14 years. Design cannot begin until the efficacy of the I&I program and flows are known. Construction post tender and award will be another 12 months' minimum. Thus this can be

completed 3-4 years post completion of I&I work and the final discharge to land in stage 2A.

Stage	Time after commencement	Description	Reduction of annual discharge to Donalds Creek
1A +1B	2 years	land discharge to 78Ha	41% (56% to total)
2A	10 years	Land discharge to further 38	24% (32% to total)
2B	20 years	Deferred winter storage	32% (100% total)

### Staged improvements at Martinborough and Greytown WWTPs

At Martinborough WWTP irrigation to land has continued to operate well with pond levels managed between land and river during high river flows.

At the Greytown site, Water Force NZ has established onsite with ground investigation completed. Geotechnical assessment has shown that additional earthworks will be required to stabilise the ground to create the platform for the building.

The contractor has been delayed with the building consent process for the bridge, and there will be a new completion date in August 2018.

### Waite Street, Featherston Renewal

Flow monitoring estimates that 25% of the I&I occurs within this main. Pipe due to arrive on site in August. Letter drop being prepared to notify residents in Waite Street, Featherston. The main will be replace all the way to Revans Street.

### **3.3 Operational**

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

#### **2.2.2. Wastewater reticulation**

There were 5 pipeline blockages reported during the period, with increased rain increasing flow levels and accumulations of fat causing pipe blocks.

## **3. Storm water drainage**

There was 1 stormwater blockage reported during the period.

## **4. Solid waste management**

### **4.1 Zero Waste**

- Visited **Kuranui College** and met with a student representative and teacher to advise and offer support regarding recycling and waste minimisation options.

- Attended 'The Pure Tour' 2018 Aotearoa, the Pacific and Plastics (The Plastic Use Resistance Education Tour) Smog of the Sea screening & Korero 18/2 @ Carterton Events Centre. Jo Dean was invited to be a guest on a panel speaking about her role and waste minimisation in our community. She was also invited by Makoura College to attend the Castlepoint Beach micro plastics survey alongside DOC and researchers resulting in a minimal amount of beach waste located. The survey showed it has been less affected by micro plastics due to being a more isolated beach and currents along the east coast of NZ.

## 4.2 Transfer Station

The transfer station operated as expected over the period. The contractor is awaiting the outcomes of the long term plan consultations for planning of services.

## 5. Land transport

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

### 5.1 Key Performance Indicators

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

### 5.2 Roothing Maintenance – Fulton Hogan

163km of grading was carried out during June, 130 km of the graded length was completed with a tow behind roller. The rolling operation provided a tight smooth surface with less loose material.

2451 m<sup>3</sup> of maintenance metal was applied to various unsealed roads.

Permanent warning signs have been upgraded on Cape Palliser Road.

The rain event on 13 June led to rural road closures on White Rock, Ponatahi, Kahutara, Pukio West and Pahautea roads, along with a number of slips and dropouts throughout the District.

Soakpits renewed on Underhill Road Greytown.

Cape Palliser seal extension has been completed and in total 3.5 km was sealed, along with side drainage, culvert headwalls, and road markings.



Pahautea Rd flooding



Cape Palliser Rd seal extension

### **5.3 Other activities**

Under the joint South Wairarapa, Carterton District Council Sealed Pavement Rehabilitation contract, Higgins Contracting have completed sealed road pavement rehabilitation on the three White Rock road sites, Cape Palliser Rd and Shooting Butts seal extension.

Initial planning for 2018/2019 works has commenced, which includes sealed pavement rehabilitation of 1.3km on Western Lake Rd along with the seal extension of the remaining unsealed section to Wharekauhau Road.

The LED lighting upgrade in Martinborough, Greytown and Featherston has been substantially completed.

Fulton Hogan have completed this year's footpath renewals and in total approximately 1.5 km has been completed.

## **6. Amenities**

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



## 6.1 Community housing

There is one vacant flat, at Cicely Martin, which is being redecorated before being offered to a tenant. There are 20 people on the waiting list for flats.

## 6.2 Cemeteries

### 6.2.1. Greytown cemetery

The revision of the grave index at Greytown cemetery has been completed, and the index boards reinstated in the Millennium Shelter. The index is now complete to 30 June 2018. A large amount of work was done by members of the Wairarapa Branch of the NZ Society of Genealogists to prepare the update. Many hours of staff time were spent on checking and formatting the index before it was ready to be placed back on the boards. Revised cemetery maps were prepared as part of the project. Greytown cemetery does not have the same level of historic mapping as the Featherston and Martinborough cemeteries, so a happy by-product of the work was the creation of detailed new maps for the services and Catholic blocks.



### 6.2.2. Purchases of burial plots/niches 15 June to 26 July 2018

	Greytown	Featherston	Martinborough
Niche	0	0	0
In-ground ashes Beam	0	0	0
Burial plot	2	1	1
<b>Total</b>	<b>2</b>	<b>1</b>	<b>1</b>

### 6.2.3. Ashes interments/burials 15 June to 26 July 2018

	Greytown	Featherston	Martinborough
Burial	2	1	1
Ashes in-ground	0	0	0
Ashes wall	0	1	0
<b>Total</b>	<b>2</b>	<b>2</b>	<b>1</b>

## 6.3 Events

### 6.3.1. Featherston

*Completed events:*

**The Time Travellers Ball** held on Saturday, 23 June 2018



*Future events:*

**Ragin' Cajun Louisiana Hoedown** being held on Saturday, 28 July 2018



**Pangaea (New Delhi) NZ Tour** –being held on Wednesday, 8 August 2018



**Turning Points – New Zealand String Quartet** being held on Friday, 17 August 2018



### **6.3.2. Greytown**

*Completed events: Nil*

*Future events: Nil*

### **6.3.3. Martinborough**

*Completed events: Nil*

*Future events:*

**Toast Martinborough** – being held on Sunday, 18 November 2018



## **7. Libraries**

All three libraries have completed successful Winter Warmers reading programmes. The programme finished with a visit from story-tellers Rhubarb. Featherston library also ran Maths is Fun, aimed at children in years 1 to 8. This year's programme was about using maths concepts for mapping and measuring. The programme will be run again at Greytown library in October.



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

This report provides specific information on the work completed by WREMO over the last quarter (April to June) and a summary of the work that has been completed by WREMO over the past year (2017/18).

The last quarter has been heavily dominated by the development of the next Group Plan, the Wellington Regional Earthquake Plan (WREP) and the regional Capability Development (Skilled People) Strategy.

The past year has been a period of significant change for WREMO with the appointment of a new Regional Manager and Group Controller, a review of CDEM across the region and new organisational direction (to deliver a 'step change' in vision and strategy for the region's emergency management approach). As a result, the Group has now started working on its next five-year plan to deliver what has been asked for. Although still early in the process (drafting the next Group Plan), the level of support received has been excellent and all aspects are progressing to plan.

### **8.1 Successes**

#### **8.1.1. Completion of Hub Equipment Standardisation**

Over 90% of the Community Emergency Hubs across the region are now standardized with a common set of equipment and mobile radio functionality. This has been a significant achievement for the Community Resilience Team and our communities.

#### **8.1.2. Wellington Region Earthquake Plan (WREP)**

After 18 months' work by David Russell, the region now has a draft regional earthquake plan (WREP 2.0) that provides clear direction on how the region is going to respond in the event of a significant earthquake. The content of the document is aligned with the national plan (the Wellington Region National Initial Response Plan) and regional stakeholders have been heavily involved in its development. They have a good understanding of their roles and responsibilities and how the region is going to work together to manage such an event.

#### **8.1.3. GWRC ECC Capability**

In accordance with the direction for WREMO to increase the region's capability to respond effectively to large scale events, in February and

March WREMO worked closely with members of GWRC's Executive Leadership Team to identify a suitable pool of people to undergo training to staff the region's ECC. Through this process 150 people have now been identified and are now undergoing the required training.

#### **8.1.4. Wellington CDEM Group Plan**

Between April and June WREMO held workshops with six key stakeholder groups from around the region (emergency services, welfare agencies, lifeline organisations, local emergency management and local authority planners) to develop the content of the draft Group Plan. A draft version of the Plan has now been completed. It is now out for sector consultation and feedback. Once amended and endorsed by CEG, it will go out for public consultation in September. In November it will go to the Minister before final approval by the Joint Committee in December.

#### **8.1.5. Capability Development (Skilled People) Strategy**

After several years of ad hoc CDEM training, the region now has a draft Capability Development (Skilled People) Strategy to develop competent and confident EOC and ECC staff across the region who can respond effectively in a large scale emergency. Developed by a member of the Operational Readiness Team (who was seconded full time to work on the project) and guided by a steering group made up of representatives from various councils around the region, the content of the document has received very good feedback from those who have been involved and those who have seen the document. For continuity purposes the same Operational Readiness Team member will be now be overseeing the strategy's implementation.

#### **8.1.6. Business Continuity Planning Workshops in the Pacific Islands**

In late May WREMO was asked by the Fiji Business Disaster Resilience Council to provide someone to run a Business Continuity Planning (BCP) workshop in Fiji. The workshop was requested after Fiji experienced a very destructive cyclone season and online searches had identified our BCP content as the preferred model. The attendees to the Fiji workshop were a mix of large organisations with a national mandate to small local business owners who now recognised the need for basic continuity planning. The feedback received from participants was overwhelmingly positive.

#### **8.1.7. WREMO Sharepoint Site**

In October ICT were asked to put all of WREMO's information onto a single platform. Between October and December a new sharepoint site was developed. Between January and March all WREMO staff received training on the site and all information was transferred. Between April and June all staff have been actively using the site. The site has received very good feedback from those who have used it. It has also been able to provide a virtual forum for response team members from around the country to share New Zealand Response Team (NZRT) information.

### **8.2 Community Emergency Hub Exercises**

Increasingly, the team is putting more emphasis on Hub activation exercises as a way to engage our communities and channel their energy.

The feedback has been very positive. Exercises are promoted through the revised Emergency Preparedness Course, Community Response Planning sessions and the wider public through other promotional activities. In October 2017, the new Minister of Civil Defence & Emergency Management, Kris Faafoi, attended one of the exercises in Porirua and shared his positive views of the Hub model and experience via his Facebook page. These exercises recognise the important role communities have in the response efforts. Greytown and Featherston have had trial Hub activations as part of the engagement process.

### **8.3 Lifelines**

The Wairarapa Lifelines are re-invigorating the group and progressing resilience project. Mark Allingham is the new Chair of Lifelines Wairarapa and the project of updating the lifelines data will be restarted in August.

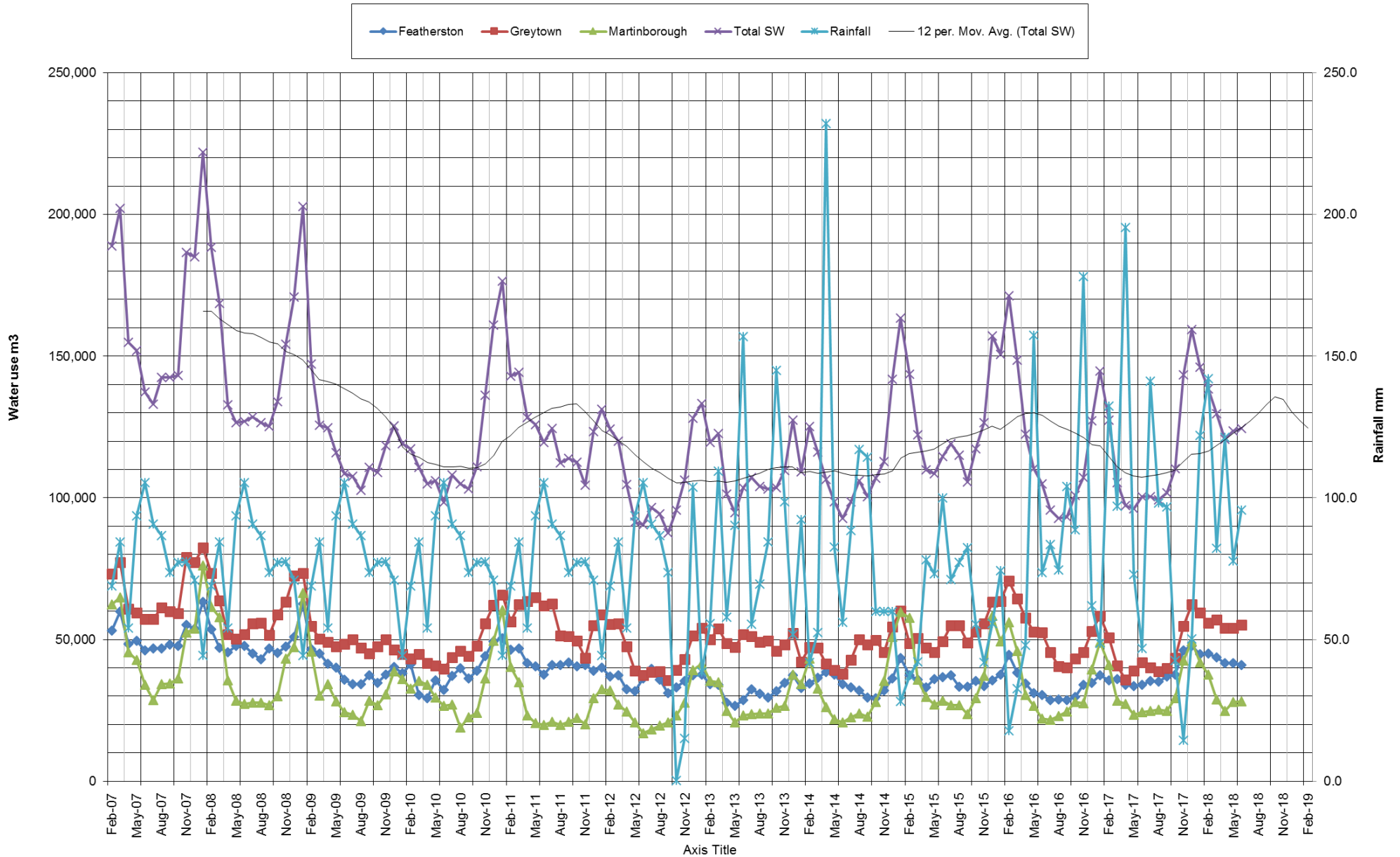
## **9. Appendices**

- Appendix 1      Monthly water usage
- Appendix 2      Waste exported to Bonny Glen
- Appendix 3      Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

# **Appendix 1 - Monthly water usage**

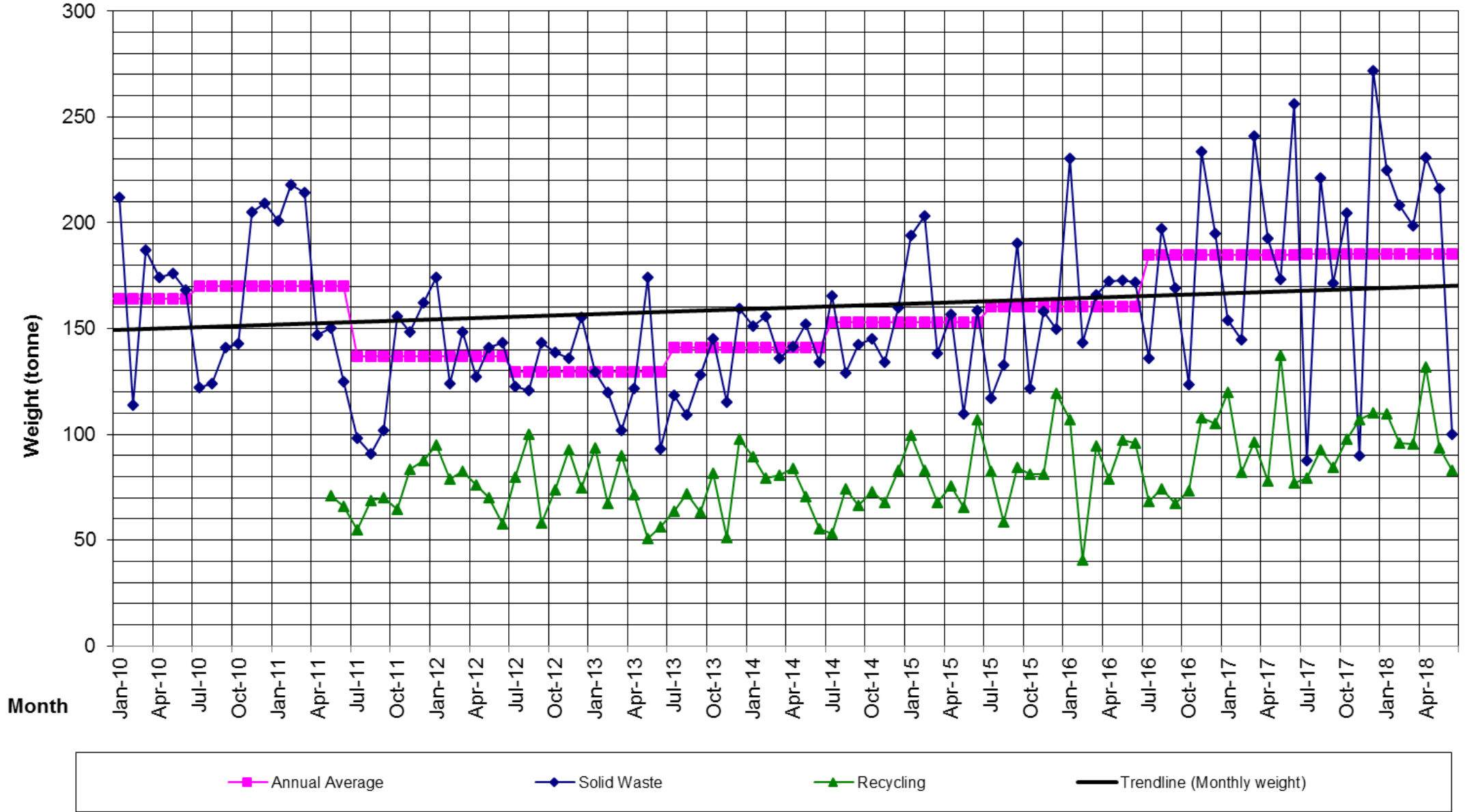
# Water use South Wairarapa District Council





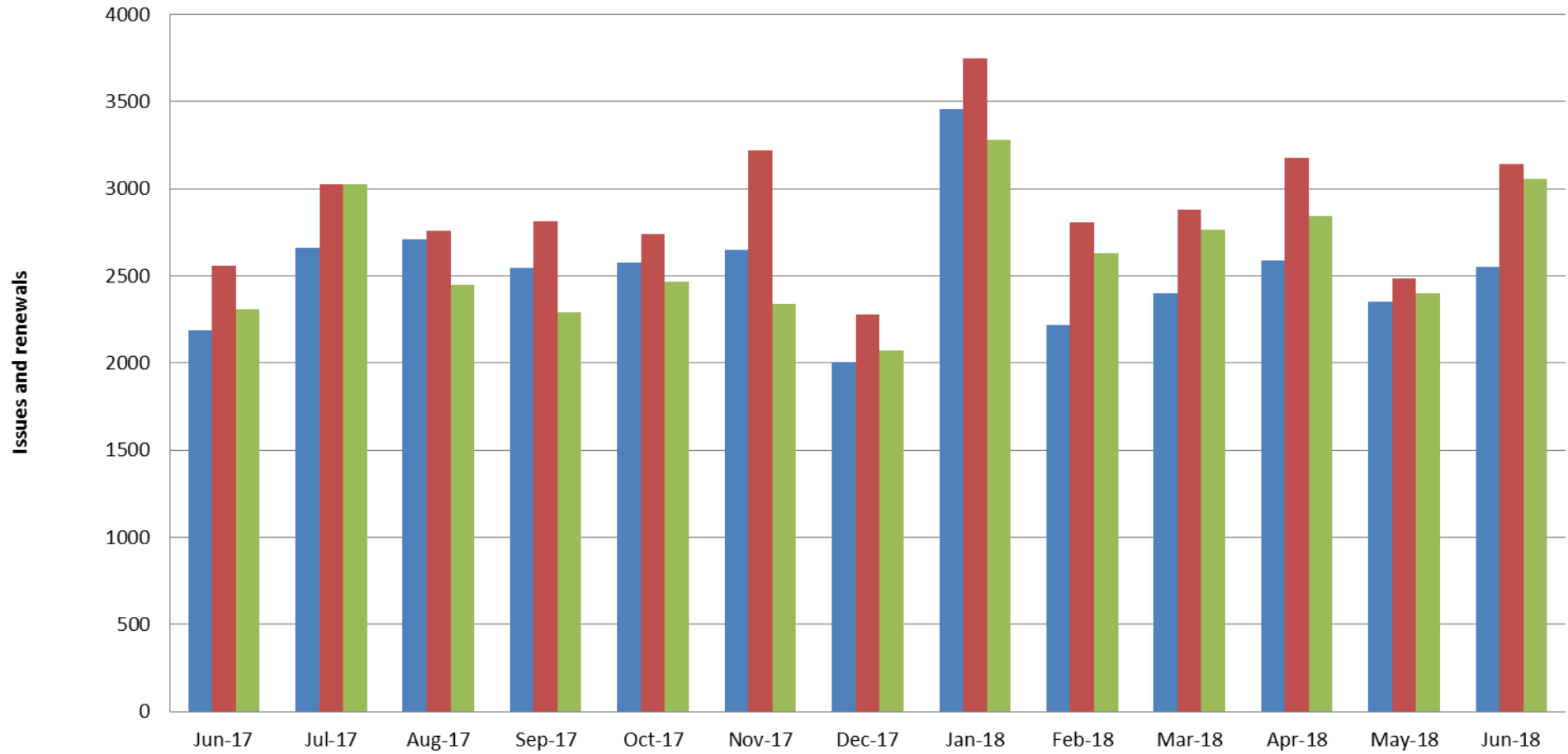
# **Appendix 2 -Waste exported to Bonny Glen**

Monthly weight of waste transferred to Bonny Glen



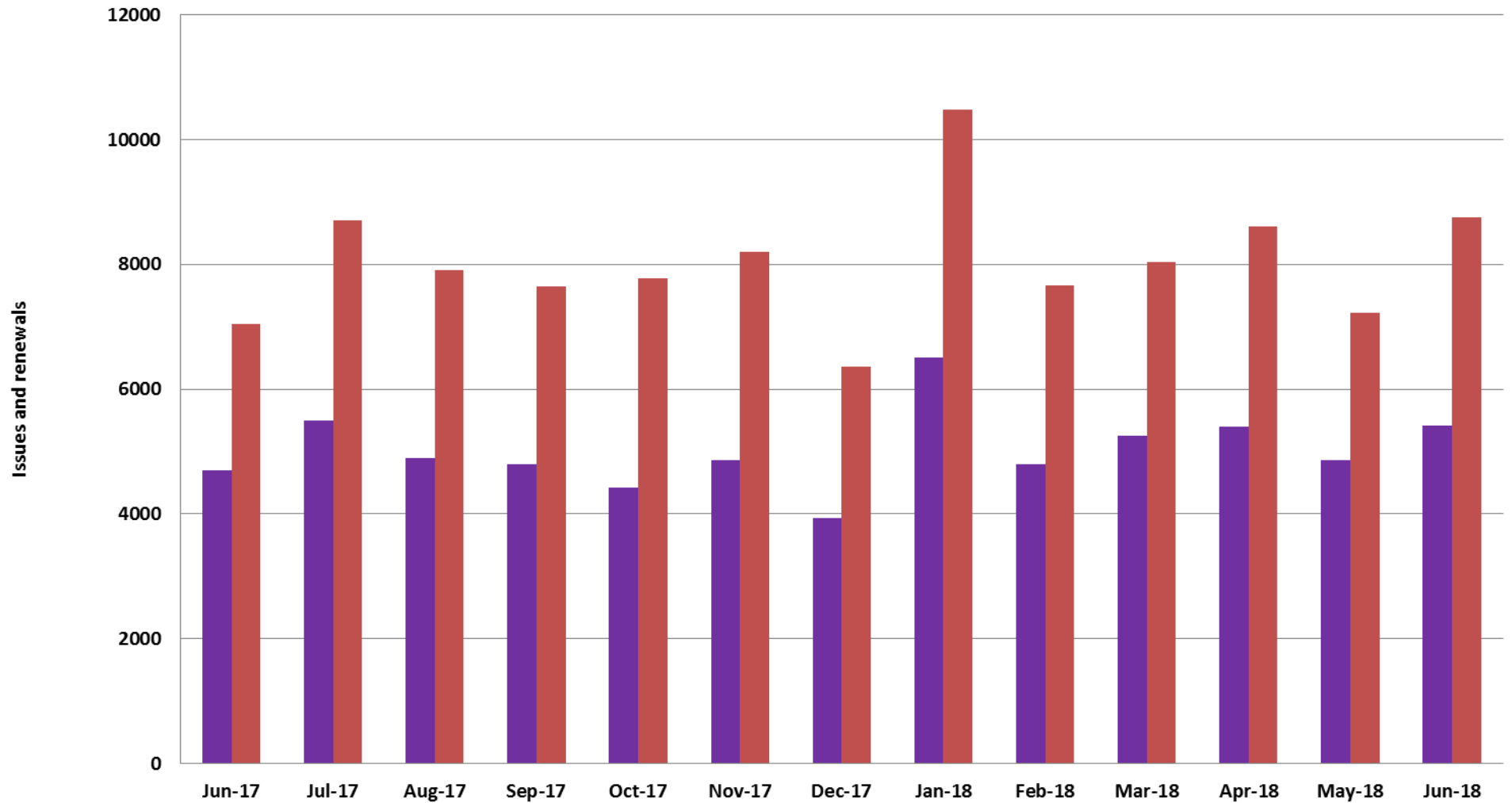
# **Appendix 3 – Library statistics**

## South Wairarapa libraries - issues and renewals to June 2018



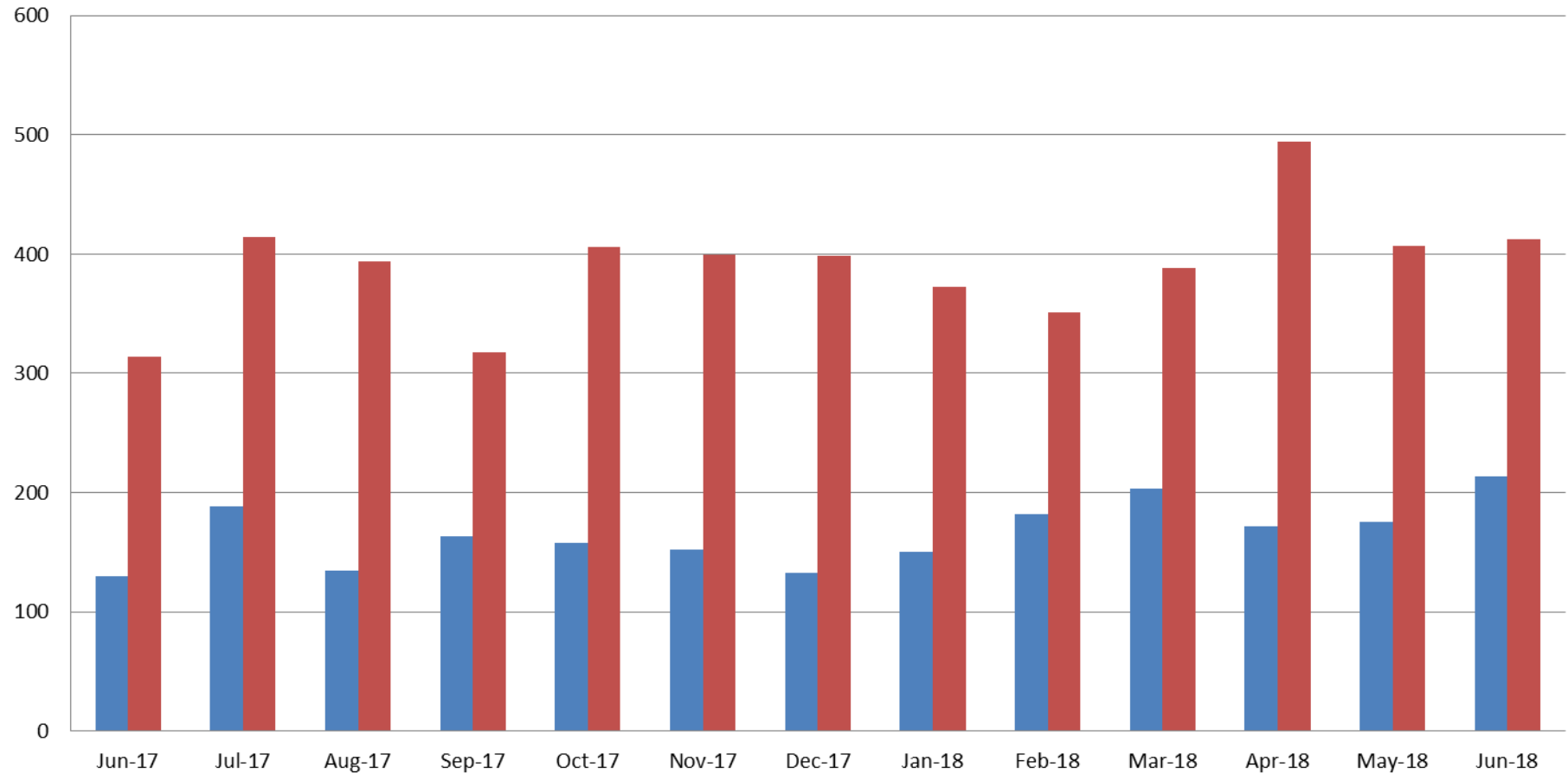
	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
■ Featherston	2186	2663	2707	2543	2577	2647	2006	3456	2216	2400	2590	2348	2550
■ Greytown	2558	3023	2756	2811	2738	3218	2278	3748	2809	2878	3178	2483	3143
■ Martinborough	2306	3027	2451	2289	2468	2336	2071	3281	2632	2761	2842	2400	3058

## Wairarapa Library Service - issues and renewals to June 2018



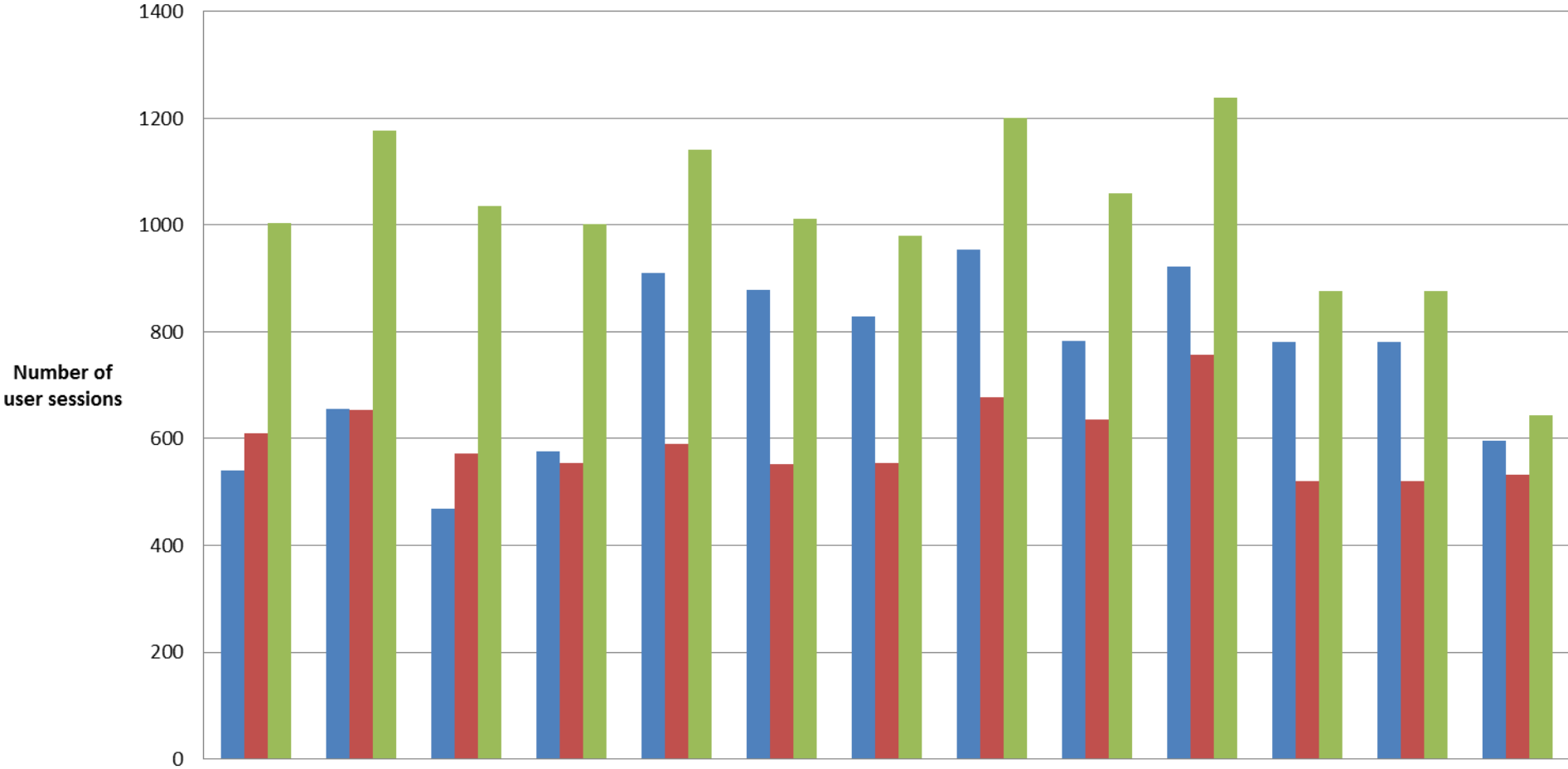
	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
Carterton	4694	5505	4887	4792	4418	4870	3940	6500	4789	5261	5397	4861	5422
South Wairarapa	7050	8713	7914	7643	7783	8201	6355	10485	7657	8039	8610	7231	8751

## Wairarapa Library Service - audio and e-book issues to June 2018



	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
<b>Audiobooks</b>	130	188	134	163	158	152	133	150	182	203	172	175	213
<b>Ebooks</b>	314	414	394	318	406	399	398	372	351	388	494	407	412

### APNK Wi-fi user sessions to June 2018



	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
■ Featherston	540	655	469	576	911	879	829	955	784	923	781	781	596
■ Greytown	610	653	572	555	590	553	555	677	636	757	521	521	532
■ Martinborough	1003	1177	1036	1001	1142	1011	981	1201	1060	1239	876	876	643

# MARTINBOROUGH COMMUNITY BOARD

27 AUGUST 2018

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## AGENDA ITEM 6.2

### ACTION ITEMS REPORT

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#### **Purpose of Report**

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

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

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

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

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

#### **2. Appendices**

Appendix 1 - Action Items to 27 August 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive



# **Appendix 1 – Action Items to 27 August 2018**

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
213	24-Apr-17	Action	Paul	Provide a report on Health and Safety requirements to enable use of volunteers on SWDC land to achieve community goals	Actioned	This has proven somewhat more complicated than first envisaged, hopefully will be available for second meeting in 2018, H & S advisor not available until late January
215	24-Apr-17	Action	Lisa Cornelissen	Initiate a discussion with the Martinborough Lions and the Martinborough Mens Shed about their members being part of a volunteer pool for the Martinborough community and mentoring youth volunteers	Open	27/11/17: To revisit in April 2018 when new Kuranui principal has settled in
584	9-Oct-17	Resolution	Cr Colenso	MCB RESOLVED (MCB 2017/96) 1. To receive the Greater Wellington Regional Council (GWRC) Bus Shelter on Ohio Street report 2. To defer further discussion on potential artists and murals at the next MCB workshop. (Moved Cornelissen/Secoded Roy) Carried	Open	12/3/18: Cr Colenso undertook to put an artists brief together
13	29-Jan-18	Action	Cr Colenso	Collate potential new street names for consideration in place of Dublin Street West and New York Street West	Open	12/3/18: Letter drafted and sent to residents. Possible names will be stage 2. 19/6/18 Update: All New York Street residents voted that there be no change to the name New York Street West. The residents on New York Street West have been advised that the road name will not change. The majority of Dublin Street West residents voted to change the name of Dublin Street West. Officers have sought name suggestions from the residents of Dublin Street West with two responses received to date, both were for the name "Karearea". Karearea is the Maori name for New Zealand Falcon. These birds have been trialled by Palliser Estate (who have a vineyard at the end of the road) for pest bird prevention. Council officers will make contact with the remaining residents on Dublin Street West to confirm that they did not have any name

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
						suggestions. Should there only be one suggested name, the name will be forwarded to the Martinborough Community Board and Council for support and approval respectively. If further suggestions are received the residents will be asked to vote on their preferred name.
17	29-Jan-18	Action	Lisa Cornelissen	Liaise with the chairs of FCB and GCB about future loans of Martinborough Pool inflatables including responsibility for damage	Open	
22	29-Jan-18	Action	Lisa Cornelissen	Liaise with the Martinborough Swimming Club treasurer and Mr Crimp about possible transfer and management of remaining Club funds	Open	
127	12-Mar-18	Action	Mark	MCB recommend that a new shelter belt be established at Pain Farm alongside the existing older shelter belt and that once the young shelter belt is established the older trees are removed	Open	11/04 Site visit to be agreed between Amenities & Chair MCB. 28/05 Visit still to be arranged 11/6 Pam, Mark and Lisa to site visit Pain Farm to relook at planting seedling pines, given that planting may require fencing to keep stock out and the distance the pines are from the house may not provide the shelter expected (after 30 June) 04/07 Visit organised for 12/07 17/08 Mark organising tree planting schedule through Woodcraft
231	23-Apr-18	Resolution	Jennie	MCB RESOLVED (MCB 2018/28): 1. To receive the Action Items Report. (Moved Cr Maynard/Seconded Beattie) Carried 2. To donate \$300 to Martinborough Mens Shed out of \$1,000 set aside in budget. (Moved Cr Colenso/Seconded Beattie) Carried	Actioned	In commitments, to tie in advice with letter of thanks
237	23-Apr-18	Action	Lisa & Maree	Talk to Featherston Community Board about how to move the Poppy Places project forward to the next stage; including placement of the poppy on the road sign	Open	
238	23-Apr-18	Action	Mark	Ensure final works on the Martinborough cenotaph are completed by 31 May as indicated	Open	25/05 Street lighting contractor has been contacted and has promised that cenotaph light will be fixed 1

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				in 14 March 2018 timeline and advise Cr Colenso when work is going to start		June at the latest. Stone mason believes the structure of the monument is sound. 25/6/18 History of works request is being reviewed and discussion to be held at next MCB meeting. 10/08 New light and pole to be erected and cenotaph to be plastered and painted - see 455 below
356	11-Jun-18	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2018/39): 1. To receive the Chair's Report including the current Community Board projects list. (Moved Cr Colenso /Seconded Read) Carried 2. To agree to investigate alternative venues for MCB meetings with a view to increasing engagement and to discuss further at a workshop with a view to bringing back a proposal to the next meeting. (Moved Cr Colenso/Seconded Read) Carried 3. To receive the Wings Over Wairarapa Report and to agree that the Community Board were not a promotional body and to refer Wings Over Wairarapa to the Martinborough Business Association. (Moved Read/Seconded Cr Maynard) Carried	Open	28/6/18: WOW advised of MCB decision
358	11-Jun-18	Action	Mark	Review placement of the existing 50km/hr sign by Martinborough School to see if it can be moved away from the 40km/hr new sign (if it is at the start of the 50km/hr zone then advise the MCB)	Actioned	04/07 Signs to be removed by end July
360	11-Jun-18	Action	Russell	Email MCB the list of any new Martinborough (and district) trees that have been proposed for STEM assessment for prior to possible inclusion in the notable trees section of the District Plan	Actioned	List of new trees in Martinborough proposed for STEM assessment emailed to MCB 6/7/2018.
361	11-Jun-18	Action	Lisa Cornelissen	Discuss the proposal to move the existing shade structure at Martinborough Pool to the northern side of the pool area with the shade cloth	Open	• Nov 2017 – SWDC - Installation of Pergola from the Playground at the Pool (not feasible pergola not to code) SWDC to move existing shade at the

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				appropriately tilted in a workshop (close action 731)		Princess Street end of the pool closer to the toddlers pool.
362	11-Jun-18	Action	Lisa Cornelissen	Workshop Martinborough Square Reserve Development Plan requirements (including seating)	Open	
366	11-Jun-18	Action	Lisa Cornelissen	Clarify requirements around the outstanding project 'Pain Farm Lease' with Council officers	Open	
367	11-Jun-18	Action	Mark	Setup a meeting with the Considine Park Committee Users Group to see if they are happy that the Park continues to host an annual Martinborough fireworks event	Open	04/07 Cllr Colenso communicating with committee about this
453	16-Jul-18	Resolution	Jennie	MCB RESOLVED (MCB 2018/46): 1. To receive the Grants Policy Review Report. 2. To agree the amendments to the policy subject to minor grammatical amendments. 3. To agree the next review date be February 2021. (Moved Cr Colenso/Seconded Cr Maynard) Carried	Actioned	To Council 8.8.18 and adopted with proposed changes from MCB and further minor amendments.
455	16-Jul-18	Resolution	Mark	MCB RESOLVED (MCB 2018/48): 1. To receive the Officers' Report. 2. To agree that the light and pole is replaced, ensuring that the new light bulb meets the Dark Sky standard (2200 kelvins or lees). 3. That repointing is undertaken as necessary. 4. That the cenotaph plinth is plastered and painted to look like new concrete, painted grey, and that an anti-slip texture is applied. (Moved Cornelissen/Seconded Cr Colenso) Carried	Open	17/08 Work in progress. Pole and light to be replaced w/c 20 August; plastering and painting work to follow
458	16-Jul-18	Action	Cr Colenso	Provided Considine Park Users Group members are all in favour of fireworks being held in Considine Park, invite Martinborough School to organise the 2018 Guy Fawkes event	Open	
459	16-Jul-18	Action	Mark	Enquire with the Martinborough cycle stand supplier whether the piece between the stands	Open	17/08 Cycle stencil being organised to paint on ground clearly indicating cycle stand

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				displaying the cycle picture is still to be supplied, and if not source something similar to indicate their purpose		
460	16-Jul-18	Action	Jennie	Check to see where the reimbursement to Cr Colenso for wood for creation of the WWI picture frames has been coded – it should be a general MCB expense	Open	
461	16-Jul-18	Action	Jennie	Remove the MCB flag hanging and WWI commemorations commitments	Actioned	Removed 16/08/18 (Susan)
462	16-Jul-18	Action	Mark	Prepare a report of options to resolve the parking issues and muddy berms around Martinborough School on Dublin and Roberts Street	Open	17/08 Tim sending email with costings and drawings to follow
463	16-Jul-18	Action	Lisa Cornelissen	Revise the Christmas parade survey for businesses only, and ask the Martinborough Business Association to send out to all members	Actioned	
464	16-Jul-18	Action	Lisa Cornelissen	Liaise with Greytown and Featherston Community Boards to ascertain proposed Christmas parade dates	Open	

# MARTINBOROUGH COMMUNITY BOARD

27 AUGUST 2018

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## AGENDA ITEM 6.3

### INCOME AND EXPENDITURE STATEMENTS

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#### **Purpose of Report**

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

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2017 – 30 June 2018.*
2. *Receive the Income and Expenditure Statement for the period 1 July 2018 – 31 July 2018.*

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

The Income and Expenditure Statement for 1 July 2017 – 30 June 2018 is included in Appendix 1 and the statement for the 1 July 2018 – 31 July 2018 is in Appendix 2 along with the current beautification budget balance. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

#### **2. Appendices**

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

Appendix 2 - Income and Expenditure Statement for 1 July 2018 – 31 July 2018

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

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



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

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

<b>Martinborough Community Board</b>	
<b>Income &amp; Expenditure For the Period Ended 31 July 2018</b>	
<u>INCOME</u>	
Balance 1 July 2018	7,861.03
Annual Plan 2018/19	27,639.00
<b>TOTAL INCOME</b>	<b>35,500.03</b>
<u>EXPENDITURE</u>	
Members' Salaries	1,309.51
Mileage reimbursements	0.00
<b>Total Personnel Costs</b>	<b>1,309.51</b>
<b>Total General Expenses</b>	<b>0.00</b>
<b>Total Grants</b>	<b>0.00</b>
<b>TOTAL EXPENDITURE</b>	<b>1,309.51</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>34,190.52</b>
<u>LESS: COMMITMENTS</u>	
Salaries to 30 June 2019	14,875.49
Mileage to 30 June 2019	500.00
Student representative honorarium \$50 per meeting	150.00
Engagement programme	500.00
Martinborough basketball backboards and posts	500.00
Martinborough school	500.00
<b>Total Commitments</b>	<b>17,025.49</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>17,165.03</b>

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

# MARTINBOROUGH COMMUNITY BOARD

27 AUGUST 2018

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## AGENDA ITEM 6.4

### SWDC LOGO AND BRANDING WORKING PARTY

#### **Purpose of Report**

To inform Community Boards & Māori Standing Committee of the progress on the new SWDC logo.

#### **Recommendations**

Officers recommend that the Community Boards & Māori Standing Committee:

1. *Receive the information.*

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

Advertisements for design studios, agencies and graphic designers to register their interest (EOI) in the development of the new council logo and request briefing documents have been placed in local Wairarapa papers, Council and Community Board Facebook pages and SWDC website.

To date (9/8/2018) we have received 20 requests for EOI from across the Wairarapa region (including all SW towns, rural areas, Masterton, Sydney (with Wellington offices) and Wellington. The cut-off date to register is 15<sup>th</sup> August and submission must be with SWDC by Tuesday 28<sup>th</sup> August. Finalists will be selected to present to committee in September and the successful applicant will be notified after these presentations. We anticipate we will select successful candidate by end September.

At that point a very specific more detailed brief will be given to the successful applicant to start work on the development of the new logo.

All logos will be bi-lingual. It has been agreed that rather than literal translation of SWDC we intend to have a USP (unique selling point) under our council logo. The words are "Te Waharoa o Wairarapa" which translates as "Gateway to the Wairarapa".

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

We recommend that Jennie Mitchell, Group Manager Corporate Support and the new Communications Manager (should they be appointed at that time) be at these presentations as they will have a relationship with the agency after our work is finished.

## **2. Timeline**

Initially we have called for expressions of interest (EOI) across the Wairarapa. For transparency ads asking for EOI have been placed in all Wairarapa local papers and in the Midweek News in the months of July and August. The Times Age was excluded as this was covered by the Mayor's column in the paper. Notices have been placed on official social media sites (SWDC and Community Board Facebook sites) and SWDC website.

The timing had to be spread across July/August because of the different local newspaper deadlines. We have asked SWDC and Community Boards to repost Facebooks ads.

Those expressing interest must contact council prior to Wednesday 15th August 2018 by 5pm and request a detailed EOI backgrounder document.

All information requested by SWDC must be returned by 5pm on Tuesday 28th August 2018 for consideration.

The Logo Working party committee (which consists of 3 councillors, 1 community board chair and the Mayor) will consider all applications and develop a short list for consideration. It is anticipated that we will meet shortly after the 28<sup>th</sup> August. Cr Maynard and L Hay met on 25<sup>th</sup> July to look through current applicants, their background, websites etc.

Shortlisted candidates will be expected to present to the logo working party at council together with Group Manager Corporate Support and/or the CEO and new Communications Manager.

The successful applicant will be notified 1 week after these presentations. At that point a very specific more detailed brief will be given to them to develop new logo.

Further information on logo testing and adoption of new logo will be provided once applications are accessed.

## **3. Budget and Timings for Advertising - Request for EOI**

The budget for advertisements was agreed by the SWDC Logo and Branding Working Party to be no more than \$4,500 +GST. This was agreed by the CEO Paul Crimp. The response to Facebook has been very good and the call for EOI has been shared on this platform many times. This is a zero cost.

Subject to final costings this should come in under budget at \$2,170 +GST.

## 4. Bi-Lingual Logo

All logos will be bi-lingual. It has been agreed that rather than literal translation of SWDC we intend to have a USP (unique selling point) under our council logo. We felt this set us apart from other councils and made our district and council special and different. Both Cr Maynard & Cr Ammunson suggested and approved of this decision.

The words are "Te Waharoa o Wairārapa" which translates as "Gateway to the Wairarapa". The font size and weighting in relationship to the words South Wairarapa District Council will be the same as the example give here.



## 4. Further Market research

When considering our new logo we asked ourselves two questions.

- What unites us in South Wairarapa?
- What makes South Wairarapa special or different?

We have gone out to council staff, councillors, community boards, Maori standing committee and received considerable feedback. This report is being collated.

## 5. Communications

The chair of the working party has presented to council, all community boards and the Maori standing Committee on progress. In addition the presentation was sent to all council staff.

## 6. Conclusion

We are on track with new logo development and are very pleased with the number positive responses to the call to participate in the new logo design.

## 7. Appendices

Appendix 1 - Copy of Advertisement

Appendix 2 - Copy of Facebook Post

Appendix 3 - Copy of Briefing Document

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

# **Appendix 1 - Copy of Advertisement**

# Notice of a unique opportunity in South Wairarapa. Become part of our future!



## Development of New South Wairarapa District Council Logo

This opportunity in a nutshell

**We are looking for innovative clever Wairarapa designers to help create our new logo. You will have experience, a great track record, be client focussed, passionate about the Wairarapa and have the ability to deliver our vision.**

Who we are

South Wairarapa District Council is proud to serve and support this special part of New Zealand with its true 'mountains to the sea' experience. South Wairarapa encompasses the three rural towns of Featherston, Greytown and Martinborough, each with their own charm and attributes. We have a vast area of rural hinterland home to many more small communities, edged by the Rimutaka/Tararua Ranges and cradled by kilometres of rugged coastline.

What we need

Our current logo was created in 1989 and while it was great then it does not reflect who we are now and the wonderfully diverse community that is South Wairarapa. Help us create a logo that reflects our personality.

What's important to us?

The South Wairarapa District council are looking for credible creative providers who have the capability, experience and know how to help us create a new logo that reflects who we are. You will be a great communicator, think laterally and be able to transform our vision into reality. You will be able to do all the normal stuff, market research, logo guidelines, know what works in multiple platforms. You know the drill.

Why should you bid?

This is a unique opportunity to be part of South Wairarapa's history and personality. Together we will create a visual representation of what it is to live in and love the South Wairarapa.

Interested? What's next?

If you are interested in this opportunity please get in touch with our contact person

Email: [Barbara.Gavan@swdc.govt.nz](mailto:Barbara.Gavan@swdc.govt.nz)

South Wairarapa District Council, 19 Kitchener Street, Martinborough 5711 PO Box 6, Martinborough 5741

Applications for an expression of interest close by 5pm on Wednesday 15th August 2018. Please contact us and we will send you a detailed information and briefing document.



# **Appendix 2 - Copy of Facebook Post**

# Calling All Talented Graphic Designers, Ad Agencies in the Wairarapa.

## Development of New South Wairarapa District Council Logo

This opportunity in a nutshell

**We are looking for innovative clever Wairarapa designers to help create our new logo. You will have experience, a great track record, be client focussed, passionate about the Wairarapa and have the ability to deliver our vision.**

What we need

Our current logo was created in 1989 and while it was great then it does not reflect who we are now and the wonderfully diverse community that is South Wairarapa. Help us create a logo that reflects our personality.

What's important to us?

The South Wairarapa District council are looking for credible creative providers who have the capability, experience and know how to help us create a new logo that reflects who we are. You will be a great communicator, think laterally and be able to transform our vision into reality. You will be able to do all the normal stuff, market research, logo guidelines, know what works in multiple platforms. You know the drill.

Interested? What's next?

If you are interested in this opportunity please get in touch with our contact person

Email: [Barbara.Gavan@swdc.govt.nz](mailto:Barbara.Gavan@swdc.govt.nz)

South Wairarapa District Council, 19 Kitchener Street, Martinborough 5711 PO Box 6, Martinborough 5741

Applications for an expression of interest close by 5pm on Wednesday 15th August 2018. Please contact us and we will send you a detailed information and briefing document.

# **Appendix 3 - Copy of Briefing Document**



**Briefing Document for companies or individuals seeking to submit an expression of interest (EOI) in the development of the new South Wairarapa District Council logo.**

**1. Name of Project**

Development of new South Wairarapa District Council Logo

**2. Background & About Us**

**Our Business**

The South Wairarapa District Council (SWDC) is the territorial authority responsible for the area. For the purposes of local government, Wairarapa is divided into the Masterton district, the Carterton district, and the South Wairarapa district. For the purposes of regional government, Wairarapa is included in the Wellington region along with Kapiti, Porirua, the Hutt Valley, and Wellington, and governed by the Greater Wellington Regional Council.

The SWDC have 58 full, part time and casual staff, The Mayor (elected), 9 elected councillors, 3 community boards with 12 elected board members, The Maori Standing Committee with 10 representatives and 6,643 ratepayers.

SWDC serves both rural and urban communities. The three main towns are Featherston, Greytown and Martinborough.

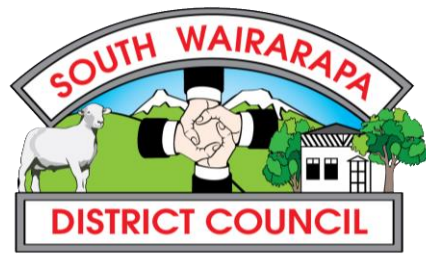
Council's role is to enable democratic local decision-making and action by, and on behalf of, communities. To meet the current and future needs of communities for good-quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost-effective for households and businesses. We prepare long-term financial strategies including funding, financial management and investment policies.

**What is our community in South Wairarapa?**

First settled by Māori in the 14th century, the Wairarapa later became a farming area, known for its meat and butter. Today this largely rural region also produces wine and olives. Locals and holidaymakers enjoy its quiet towns, rugged coastline, rivers, lakes and forested mountains.

The official population of the South Wairarapa District as of the 30th June 2017 is 10,250 with a population density of 0.04 persons per hectare. The population of the towns in South Wairarapa are: Featherston (2,420), Greytown (2,310) Martinborough (1,640). The land area is 245,692 hectares (2,457 Km<sup>2</sup>).

A number of people have holiday homes in the region (predominately from Wellington) and the census figures may not reflect that.



Only 71% of its people live in the urban areas, compared to 85% nationally. Agriculture is the largest single industry and employer. Previously, over-reliance on livestock farming exposed the region to a boom–bust trading cycle, and recently its economy has diversified. Once largely known for meat and butter, Wairarapa now produces quality wine and fine food. It is also promoted as a holiday and lifestyle destination.

Sheltered by the Tararua Range, the Wairarapa has a dry, warm climate. Winters are cool to mild and frosts are common.

### 3. **Our current Logo**

This was first created in 1989 after the merger of Featherston, Greytown and Martinborough Borough councils and the Featherston County Council into the South Wairarapa District council. The four hands represented the four councils and rural, town, land and hills were also depicted.

Since then our population has become larger and more diverse. Our economy, values and beliefs have changed. Post amalgamation vote when we had certainty around our future, we decided to look at the logo and see whether it was still appropriate and truly represented us as a council.

In addition the number of platforms where the logo is used has also dramatically increased and as a result the current logo is not appropriate or clear enough for all the current platforms we use.

#### **Qualitative market research**

In early 2018 we conducted qualitative market research to assess people’s opinions on the current logo. People polled were simply asked what they thought of the logo (either positive or negative). 20% of those polled came from the Wellington region as they represent part time residents, future residents and visitors to the region. We also asked 4 leading advertising agencies their opinion of the logo.

#### **Results of Market Research**

These were unprompted results of the market research. Some of it was repetitive.

Two white men shaking hands, looks like a weird religious cult, reminds me of Gloria vane & film The Handmaidens Tale, what is that building, freaky, no relationship to council, mono-cultural, lacks clarity, too busy, dated, irrelevant, not representative of SWDC, cluttered, too much going on, what’s with the snow is it Mt Taranaki or South Island?, Design disaster, a messy blob of colour, President Putin, communist, never seen it before (in 20yrs), old fashioned, nice typeface, looks like a children's colouring competition, messy.

Based on this it was decided to proceed with new logo. The old logo had been the subject of some criticism for a number of years.



#### **4. Further Market research**

When considering our new logo we asked ourselves two questions.

- What Unites Us in South Wairarapa?
- What makes South Wairarapa special or different?

We have gone out to council staff, councillors, community boards, Maori standing committee and received considerable feedback. This will be given to the shortlisted group. If, however you think it will add to your submission we are happy to send it to you.

#### **5. The New Logo Process**

##### **Companies responding to EOI**

We recognise that companies in the Wairarapa are small and do not have the capacity to develop a new logo for SWDC as part of the submission process. We are therefore happy to review your existing projects as the basis for our decision. Should you chose to make a more detailed submission that would be at your own cost.

##### **Stages**

Initially we are calling for expressions of interest (EOI) across the Wairarapa. For transparency ads asking for EOI have been placed in all Wairarapa local papers and in the Midweek and Times Age in the month of July. There will also be notices placed on official social media sites. Those expressing interest must contact council prior to Wednesday 15<sup>th</sup> August 2018 by 5pm and request a detailed EOI backgrounder document.

All information requested by SWDC must be returned by 5pm on Tuesday 28<sup>th</sup> August 2018 for consideration.

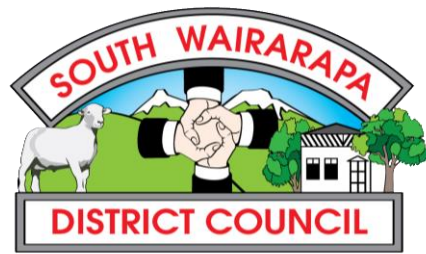
The Logo Working party committee (which consists of 3 councillors, 1 community board chair and the Mayor) will consider all applications and develop a short list for consideration.

Shortlisted candidates will be expected to present to the logo working party at council together with Group Manager Corporate Support and/or the CEO.

The successful applicant will be notified 1 week after these presentations. At that point a very specific more detailed brief will be given to you.

##### **Completion dates**

As soon as the successful applicant is appointed we wish to start work immediately on developing the new logo. We anticipate that we will make a recommendation to council on our preferred choice, after market research has been completed. The new logo will be formally adopted at the next council meeting.



## Rollout

Once the new logo has been ratified at a council meeting the rollout can precede immediately. We anticipate that this may take several months.

## Applications for the New Logo.

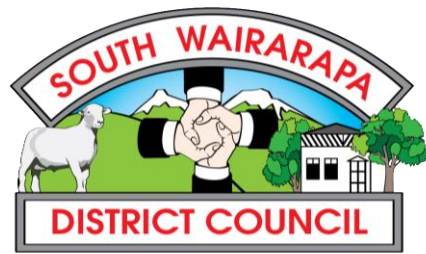
- Website, email signature, letters, business cards, signage, cars & utes, clothing (jackets, tee-shirts, hats), newsletters, print advertising, name badges, promotional material, flags, banners, apps, rubbish bags, folders and covers for official documents.
- Social media- Facebook cover, Facebook profile, eventfinder, twitter, Instagram
- Look good in both colour & B&W & small & large sizes.
- All logos will be bi-lingual. It has been agreed that rather than literal translation of SWDC we intend to have a USP under our council logo. This is "Gateway to the Wairarapa" which translates as Te Waharoa o Wairārapa . The font size and weighting in relationship to the words South Wairarapa District Council will be the same as the example give here.
- In addition we will have further logos in the logo family for community boards and the Maori Standing committee (as per the example shown here). These will also be bi-lingual.

## 6. What we require from you with the EOI

In the first instance we wish to have an electronic copy of your full presentation emailed to [Barbara.Gavan@swdc.govt.nz](mailto:Barbara.Gavan@swdc.govt.nz) . At the same time we need TWO bound hard copies couriered to SWDC at South Wairarapa District Council, 19 Kitchener Street, Martinborough, 5711 for attn. Barbara Gavan. This should be a courier package requiring a signature.

The following should be included in your presentation:

- Show examples of your work developing a new logo which showcases your understanding of the brief and the result. Provide a summary of the brief given to you and how you interpreted that.
- Give us a sample copy of Logo Guidelines that you have developed. This should discuss a logo family where there are a wide range of applications and sizes.
- Give two references from companies you have worked with to develop a new logo.



- Discuss how you will approach market research on the logo. What is your preferred method? Who you will use for the market research. Please note a sample size of 100 including 20% in Wellington is required.
- Give timeframe for completion of work after your appointment. Please note we will give you priorities for different applications. Most urgent and easiest first.
- Give an estimate of budget to create all artwork and logo guidelines for all the different applications. These should be in all of the normally acceptable formats for print media, online applications, large signage, billboards and high and low res JPEG's and PDF's.
- The submitter will also provide budgets for logo refresh and updating brand guidelines
- An hourly rate/costings for further work (e.g. production of new ads, new collateral, annual reports etc.)
- Give a brief history of your company and your team.
- Provide a list of current clients
- Provide standard terms and conditions you operate under.
- You must be GST registered.

#### **7. Conditions of EOI Process**

- Applications will be assessed against the above criteria to identify suitable lead candidates
- You must include your full contact details together with mailing and physical address, GST number.
- Applications must be received by due date and time.
- Submission must contain information for 2 referees, which indicated your permission to ring them.
- Confidentiality responsibilities  
All of the EOI project's discussions, meetings and material (written and electronic) are confidential and you must agree to keep this information safe. You will not give this information to anyone outside the immediate EOI team without prior approval from the Chair of the Logo Working Party Committee at SWDC. You agree not to reproduce SWDC documents or any part of them.
- Conflict of Interest Clause. You will be required to sign the attached conflict of interest and confidentiality clauses.  
*"In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict of interest does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully."* Controller & Auditor-General
- Submission documents become the property of SWDC
- Each Respondent will meet its own costs associated with the preparation and presentation of its EOI and any negotiations.

#### **8. Attachments**

- Conflict of interest and confidentiality form
- Cover letter for EOI ( not mandatory but may be useful)



# MARTINBOROUGH COMMUNITY BOARD

27 AUGUST 2018

## AGENDA ITEM 6.5

### LONG TERM PLAN SUBMISSION AND DECISION REFERRALS

#### **Purpose of Report**

To advise the community board of any LTP submissions that Council have referred to the Board, or a course of action that Council have requested the Community Board lead.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the LTP Referral Report.*
2. *Note the LTP submission from the Martinborough Dark Sky Society.*
3. *Note that Council have signalled a willingness to progress compliant lighting ordinances, and that Council officers are to liaise with Martinborough Community Board to ensure new lighting requests for Martinborough Square, as well as existing lighting, complies with Dark Sky requirements.*
4. *Note the LTP submission from Ed Martin.*
5. *Consider working with Ed Martin and other interested parties (including Council), to develop a proposal for establishing mountain bike tracks in the Ponatahi pine plantation.*
6. *Note the LTP submission from the Waihinga Charitable Trust.*
7. *Note the LTP submission from Living Streets Aotearoa.*

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

Council received several submissions as part of the LTP 18/28 process where additional information or a leadership role was delegated to the Featherston Community Board. A summary of these submissions is attached in Appendix 1. The full submissions are included in Appendix 2.

The Featherston Community Board should decide which projects it wants to move forward with and to ensure appropriate correspondence is sent to submitters.

Council officers will provide assistance and advice to the Board as needed.

## **2. Appendices**

Appendix 1 – LTP Submissions Summary

Appendix 2 – LTP Submissions

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

# **Appendix 1 – LTP Submissions Summary**

Submitter	Submission Summary	Officer's Comment	Council Decision
Martinborough Dark Sky Society	<b>Resource Management:</b> Urge Council to adopt already established outdoor lighting policies and practices in order to reduce light pollution while providing sufficient light for outdoor activities for public and private properties	Noted	Council have signalled a willingness to progress compliant lighting ordinances. Council officers are to prepare a report to Council on technical, consultation and cost requirements as well as a proposed timeframe for undertaking the work. No budgetary change. Officers to liaise with MCB to ensure new lighting requests for Martinborough Square as well as existing lighting complies with Dark Sky requirements.
Ed Martin	Amenities: (Youth Development): Requests a bike park be developed at the former Ponatahi pine plantation. Will draw visitors to district and provide a growth and development outlet for youth. Notes: May only cost \$10k for earth moving and signs. Carpark exists. Trail fund and McGarry Foundation have grants to facilitate this kind of development. WWI memorial oaks could be enjoyed, picnic area developed.	Ponatahi pine plantation is to be replanted this winter, but establishment of tracks could be looked at as part of this programme - would need to be planned fairly soon to fit into planting programme. Officers support the idea and recommend that Martinborough Community Board work with interested parties and officers to develop the proposal and seek funding (HM/TL)	Council support given for proposal, refer officer's comment. Officers to liaise and forward your proposal to the MCB. Cr Olds to discuss the proposal with the Five Towns Trails Trust.
Waihinga Charitable Trust	Land Transport (P79 Supporting Docs): Understand that budget for new footpaths as per the 17/18 AP wasn't available due to urgent road rehabilitation. Request additional footpath funding is set aside for footpath work on Texas Street as it is essential to provide safe access to the Waihinga Centre.	Assign to Community Board as part of the footpath priority works	MCB to prioritise footpaths works and work will be conducted as budget allows
Living Streets Aotearoa	Land Transport: In light of extra funding requests footpaths are smooth and all intersections have drop-down kerbs which all have tactile markings for vision impaired people. Walkways should be upgraded and more public seating provided	Assign to Community Board as part of the footpath priority works	Refer officer's comment

# **Appendix 2 – LTP Submissions**

Mayor and Councillors, South Wairarapa District Council:

Kia ora.

The Martinborough Dark Sky Society wishes to submit the attached submission to the council's LTP 2018-28 for consideration.

Officers of the Society are ready and willing to appear before the relevant council committee if required.

Office holders are:

Lee Mauger Chairman

Ray Lilley Secretary

David Kershaw Treasurer

Thank you for your consideration.

Ray Lilley

Submission to South Wairarapa District Council's 1918-28 Long Term Plan.

**Preamble**

At the outset, Martinborough Dark Sky Society members want to place on record their thanks to Her Worship, Mayor Viv Napier, councillor colleagues and senior officials, together with Martinborough Community Board and Maori Standing Committee members, for their demonstrated support for the southern Wairarapa Dark Sky Reserve proposal.

Our objectives, to “preserve, protect, enhance and promote” the wonderful night sky views of this region, have met with consistent enthusiasm from all quarters to date.

We hope our proposal to seek formal international recognition from the world regulatory body, the International Dark Sky Association (IDA), for a top level “Gold Standard” dark sky reserve \_ a move we can support with expert dark sky measurement data \_ will garner further interest and enthusiasm from the wider South Wairarapa community.

As initial recognition, the IDA has already awarded Martinborough “3K City” status for its upgraded street and highway lighting reconfiguration \_ the first such accolade for a New Zealand centre.

Local businesses, including the Top 10 Holiday camp site, Big Sky Wines and Luna Wines, Mitre 10 and Pain&Kershaw, Tranzit, Martinborough Golf Club, and the Martinborough Business Association, as well as the Community Board, Maori Standing Committee, high value accommodation providers, private citizens and groups like Lions and a Martinborough business luncheon club have already shown significant interest in the project.

Among its Long Term Plan objectives, the SWDC lists consultation on the following proposed key initiatives:

- Enhancing the lives of the younger people who live in our district;
- Economic development and promoting and enhancing our district;
- Increasing infrastructure for visitors to the district.

**Submission**

Martinborough Dark Sky Society is keen to support and promote all of the above objectives through its work in establishing a dark sky reserve.

There is a world-wide trend for increasing light pollution, with 80 percent of North American and European citizens now unable to see the Milky Way at night. New Zealand, with lower population and roading density, still has significant areas where the night sky can be clearly seen.

At a time when half the world's people can't see the stars at night, a key to the Society reaching its goals is the significant buy-in demonstrated by the SWDC's involvement.

A recent meeting with senior officials hosted by Mayor Napier clearly indicated the lack of regulatory control the council has over exterior lighting \_ domestic and business, despite an ordinance requiring certain lighting lux (brightness) levels at the boundary of a property.

Our country depends strongly on a clean, green image – “100% Pure” – so protecting the values of the night-time environment fits the character of the New Zealand image.

The problem: no ability on the part of SWDC to enforce any meaningful lighting standards, with the dark sky reserve proposal facing slow erosion over time of the wonderful dark skies we presently enjoy.

Therefore we urge the council to adopt already-established outdoor lighting policies and practices that have been shown to reduce light pollution while providing sufficient light for all of our outdoor activities at night.

We wish to also alert the council to the cultural risks which are not yet considered in these critical decision-making processes: specifically, relating to Article Two of the Treaty of Waitangi.

Māori, Pasifika and Indigenous people around the world, for thousands of years have maintained an interconnected relationship with the sky. Many still use the sky as a tool by which to gather and plant food, as well as to share narratives gather data.

The night, Te Pō, is in our genealogy lineage “Whakapapa;” therefore, the night sky is taonga (a treasure) and protected under the treaty agreement. Depleting access to this is a very serious concern to the cultural heritage and livelihood of many peoples.

The trend of increasing light pollution in New Zealand is similar to that the rest of the world, so we only have a small head start on saving our view of the night sky.

### **Three areas of concern**

There are three broad areas of significant concern exist regarding outdoor lighting and light pollution.

--Visibility of the night sky and the connection this makes for our children’s curiosity and learning, as well as our communities’ cultural connections to the night sky. A full 86 percent of New Zealanders live in urban areas lit with outdoor light at night.

-- The known and suspected threats to our health presented by light pollution. This is particularly true as concerns our children, which recent research indicates suffer disproportionately. There are also the impacts on all our circadian rhythms which control our sleep/wake cycles. Interrupting this system with artificial light at night is recognised to have physical and mental health impacts.

-- The disruption to our native wildlife behaviour. By trying to turn night time into day we are confusing the natural behaviours and patterns of native wildlife and impacting their feeding strategies, defensive behaviours and reproduction cycles. We’re probably also impacting their health through sleep deprivation.

### **Outdoor lighting policies**

Poorly designed and installed lighting costs the world economy billions of dollars each year. Therefore, we encourage the SWDC to implement outdoor lighting policies on both public and private properties.

The International Dark-Sky Association, the recognised global authority on matters relating to light pollution, offers a Model Lighting Ordinance 12 (MLO) on which such policies may be patterned. This model policy was developed in collaboration with the Illuminating Engineering Society, another international organization representing lighting engineers and designers.



Policies similar to the MLO are already in use in New Zealand; communities in the International Dark Sky Reserve at Tekapo on the South Island, for instance, enacted outdoor lighting restrictions three and a half decades ago.

### **Range of Work by Martinborough Dark Sky Society**

The Society is involved in a range of voluntary activities in its efforts to create a Martinborough Dark Sky Reserve.

Members have surveyed night-time light and darkness levels across the proposed reserve area, from the SWDC northern boundary to the coast on the east and south and along the Ruamahanga River. This work has confirmed the high quality or “gold standard” darkness level currently in place. This submission is to spark lighting ordinance action to ensure it is preserved, protected and enhanced.

Some members are already installing astronomy observation domes and telescopes, some highly sophisticated, for night sky viewing, astrophotography and to support tourism activity.

The executive group has advanced plans for a “Dark Sky Friendly” campaign for business, including retail, accommodation and hospitality providers, tourism sector operators, vineyards and other growers to be able to publicly demonstrate their support for the initiative.

It includes voluntary reviewing of business lighting plans, offering options to ensure “dark sky friendly” changes arte made and monitoring ongoing progress.

Participants will be awarded “Dark Sky Friendly” annual window and product stickers (for example on wine and olive oil bottles, or on shop lighting merchandise) in return for their participation.

Already several businesses are ready to join the scheme and have their participation logged on the Society’s web site for visitors to note.

Several other initiatives are also under way, including cooperatively connecting with other reserves throughout New Zealand and selected international dark sky reserve groups.

The group also raised funding to bring Dr John Barentine, director of the International Dark Sky Association, to Martinborough from the U.S. as part of a consultation that included Kahungunu ki Wairarapa and its plan for an astronomy and star compass centre in the southern coastal area.

### **Summary**

Limiting the use of outdoor light to only the times and places where it is needed for the performance of outdoor tasks, and in the amount and light spectrum appropriate to those tasks, is the most effective way to reduce both light pollution as well as the impact of outdoor lighting use on climate change.

As an added benefit, this approach contributes positively toward preserving the integrity of dark night skies for which New Zealand is increasingly known and admired throughout the world.

Our local government structure needs to be fully informed of its lighting control options and equipped to make the best possible decisions on behalf of its citizens.

Furthermore, New Zealand’s environmental policies should be reviewed and updated to include protection of the night-time environment and to give effective guidance to the rules and regulations that are needed to care for the intrinsic values and functions of our night.

We view these strategies as a win-win proposition for all stakeholders.

Taking these steps will position our region at the forefront of the “pack” with respect to light

pollution control policy, and materially improve the wellbeing and quality of life for all our citizens.

Some allocation of annual funding will be an essential part of the SWDC's policy response, to provide the necessary expertise and working capital required to develop the necessary regulatory framework.

The Society notes it has been entirely self-funding to this point.

At a recent meeting with McKenzie District Council (Tekapo) Mayor Graham Smith he noted the council there had contributed \$25,000 every two years to the funding of the Tekapo group which worked to establish the district's (and the world's) first Dark Sky Reserve. It also won funding from Christchurch Airport, Canterbury University and other entities.

This group is at the point where some public funding of its initiative likely will be essential for it to continue the rapid progress it has made on what is a regional development project. Tekapo is now at the point where 1 million of its 2.4 million annual visitors travel there for the dark sky experience it offers.

We respectfully ask for your earnest consideration of these matters.

**Lee Mauger**  
**Chairman**  
**Martinborough Dark Sky Society**

(Martinborough Dark Sky Society is a registered not-for-profit Incorporated Society under relevant New Zealand legislation).

**South Wairarapa District Council**  
**2018/28 Long Term Plan**  
**Grant Application Form**

Email to: [ltp@swdc.govt.nz](mailto:ltp@swdc.govt.nz) before 4 pm, 23 April 2018

**1. ORGANISATION DETAILS**

Name of organisation:	MARTINBOROUGH DARK SKY INCORPORATED
Physical address:	
	61239 LAKE FERRY ROAD
	MARTINBOROUGH 5781

Postal address:	
	AS ABOVE.

Contact Person:	LEE MAUGER	Phone No (Day):	-
Email:	LEE.MAUGER@GMAIL.COM	Mobile No:	022 072 1293
		Phone No (After hours):	-

When was the organisation formed and what are its aims and objectives?
FORMED IN JANUARY 2018, THE SOCIETY AIMS TO PRESERVE, PROTECT AND PROMOTE THE OUTSTANDING DARK SKY PANORAMA OF THE SOUTH WAIRARAPA REGION.

Total number of members in your organisation?	18
How many full-time equivalent people work in your organisation?	0
How many volunteers work in your organisation?	8
Date of last AGM?	N/A - NEW SOCIETY
Are you GST registered? Y/ <input checked="" type="radio"/> N	GST No:

Officers of organisation	
Chair: LEE MAUGER	Phone No: 022 072 1293
Secretary: RAY LILLEY	Phone No: 021 222 2100
Treasurer: DAVID KERSHAW	Phone No: 021 625 327

**2. PROJECT OVERVIEW**

Specific reason for grant application (e.g. upgrade to facilities/purchase of equipment/one-off event):

TO ESTABLISH THE MARTINBOROUGH DARK SKY SOCIETY AND CREATE AN APPLICATION TO THE INTERNATIONAL DARK SKY ASSOCIATION TO CREATE A DARK SKY RESERVE IN THE SOUTH WAIRARAPA .

---

Where and when will the activity/event take place or what is the anticipated completion date of the project (please note funds cannot be allocated retrospectively)?

WITHIN 12 MONTHS.

---

Why should South Wairarapa District Council (SWDC) support this project/event?

THE PROJECT MAY RESULT IN SIGNIFICANT ECONOMIC BENEFIT FOR THE REGION, ALONG WITH OTHER BENEFITS FOR THE SOUTH WAIRARAPA COMMUNITY.

<p>Who will benefit from these funds and in what way?</p> <p>THE SOUTH WAIRARAPA COMMUNITY.</p>
<p>Would you like to speak in support of your application at a meeting of the South Wairarapa District Council? Yes/No</p> <p><input checked="" type="radio"/> No Already presented, but happy to re-requested.</p>
<p>Submission hearings will be held on 14 &amp; 15 May 2018 at the Council Chambers, Martinborough</p>

### 3. FINANCIALS

Funding requirements	
Total cost of project	\$ 5,700
Your organisation's contribution	\$ 300
Other outside funding (please supply brief details)	\$ -
Amount applied for in this application	\$ 5,400
Shortfall (please provide brief details of how will balance be found)	\$ -
Project income (if applicable), e.g. generated from sales to public	\$ -
Is organisation a registered charity?	Yes/No <input checked="" type="radio"/> No GOT APPLICATION CURRENTLY IN PROGRESS
Have you applied to SWDC for funding before?	Yes/No <input checked="" type="radio"/> No
If yes, when, for what purpose and how much was granted?	-

Bank account details	
Name of bank:	TBC
Account name:	
Account No:	

**4. Declarations**


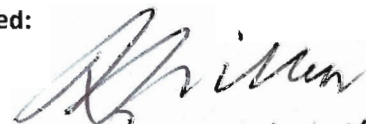
We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

**Statement to comply with the Provisions of the Privacy Act 1993**

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

**Authorisation**

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within two months of the project being completed.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

<u>Signatory One</u>	<u>Signatory Two</u>
Signed: 	Signed: 
Full name: LEE KARC AVGAVA	Full name: Raymond Weller
Designation: CHAIRPERSON	Designation: secretary LILLEY
Date: 21/4/2018	Date: 21/4/2018

**Supporting documentation required for this application**

- Most recent annual accounts including notes and review/audit report.
- Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for less than 12 months)

**Martinborough Dark Sky Incorporated**  
**Budget for SWDC Long Term Plan grant application**

**Budget for period to 31/3/19 To date (16/4/18)**

<b>Income</b>			
Donations by members	300		295
SWDC grant	5,400		
<b>Total income</b>	<b>5,700</b>		<b>295</b>
<b>Expenses</b>			
Incorporation	100		102
Travel	500		
Equipment	1,000		
Venue hire	1,000		
Promotion	1,000		64
Website/email	600		129
Accounting/audit	1,500		
	<b>5,700</b>		<b>295</b>
<b>Net income</b>	<b>0</b>		<b>0</b>

## **Martinborough Dark Sky Society \_ Minutes of meeting 27 February 2018 Lions' Club**

Chairman Lee Mauger outlined progress made since the founding meeting of the Society:

- The Martinborough Dark Sky Society has been registered as a not-for-profit friendly society.
- The International Dark Sky Society (IDA) has awarded Martinborough "3K City" status \_ the first such accolade in New Zealand \_ after the decision to replace all public lighting with lights compliant with its 3,000K requirement.
- The lighting change to 3,000K from the proposed 4,000K plan throughout the main Wairarapa towns and highways was outlined, along with the move to comply with the IDA requirement adopted by the New Zealand Transport Agency;
- International publicity for the Martinborough dark sky movement by the IDA through its web blog was welcomed, as was the report in Guernsey newspapers of the move by the Society to develop an international-quality dark sky reserve.
- Support for the Society's proposed reserve has been provided by the South Wairarapa District Council \_ led by an enthusiastic Mayor Viv Napier \_ as well as by the Martinborough Community Board and the SWDC's Maori Standing Committee. All three bodies have put their support in written form, ably demonstrating local government buy-in to the project \_ a key requirement for IDA recognition of the planned dark sky reserve application.
- The Society has provided lighting ordnance input to SWDC after a meeting where it acknowledged its current ordnance gave it little or no control over commercial or private lighting throughout the community. Lighting ordnance material from Tekapo and IDA were provided to council officers. The need for changes to the District Plan's lighting ordnance rules was also emphasised.
- The "Dark Sky Friendly" programme to engage the Society with the business community was outlined, along with reports of initial keen responses from business owners, including Big Sky Wines, Top 10 Holiday Park, Martinborough Golf Club and Cool Change restaurant/bar.
- Committee member John Whitby provided details of his dark sky measurement programme throughout the 1,550 square kilometre area proposed to form the core of the MDS Reserve. His measurements confirmed the region contains some of the world's best dark skies \_ enabling the Society to pursue a "Gold" standard dark sky reserve accreditation from IDA.  
The measurement document is attached for members' information.
- Maori Committee members who attended the meeting outlined their interest in developing a Maori Navigation project site near Lake Ferry. This would help explain ancient Maori navigation of the Pacific Ocean and ancestor voyaging to Aotearoa by navigators like Kupe, who made two voyages and landings on the South Wairarapa coastal area.



- Discussions with Dept of Conservation staff on the inclusion of Aorangi Reserve in the dark sky reserve were outlined. DOC staff are pursuing details of the DOC-Great Barrier Island reserve agreement for possible application to the Martinborough reserve area.
- The impact of 4,000K lighting's blue spectrum on sky viewing, Cicadian rhythms, human sleeping patterns, and wildlife disruption were discussed. The region-wide change to 3,000K lighting was applauded by committee members.
- IDA director John Barentine is being brought to New Zealand to tour dark sky reserve areas and will speak publicly in **Martinborough on May 5** as part of a tour funded by the US Embassy after a request by the chairman. **Add to diaries.**
- Chairman Lee Mauger was to meet with Victoria University senior administrators to discuss scientific projects allied to the dark sky reserve as part of a plan to further foster scientific involvement in the region.
- Committee member Haami Te Whaiti agreed to pursue discussions with Maritime New Zealand officials over the lighting changes planned for Cape Palliser \_ seen as prospectively having a serious impact on the southern coastal segment of the dark sky reserve area.
- Local Iwi Maori input has been sought for a name for the Dark Sky Reserve that links Maori and pakeha regional influences. A dual Maori-English language name is seen as the preferred option.  
Kupe, Aorangi and Tuhirangi were briefly discussed as options.
- The impact of possible 4,000K street lighting being introduced throughout Wellington could be significant for the western edge of the proposed dark sky reserve. The IDA's Barentine has already intervened after being alerted to the misuse of IDA regulations by Wellington City Council.
- The Royal Society of New Zealand is undertaking research into night lighting and its impacts. This research is expected to endorse lower levels of public lighting as "best practice" for human health and wildlife well-being.

Ray Lilley  
Secretary.

**South Wairarapa District Council**  
**2018/28 Long Term Plan**  
**Grant Application Form**

Email to: [ltip@swdc.govt.nz](mailto:ltip@swdc.govt.nz) before 4 pm, 23 April 2018

**1. ORGANISATION DETAILS**

<b>Name of organisation:</b>	MARTINBOROUGH DARK SKY INCORPORATED
<b>Physical address:</b>	6/239 Lake Ferry Road
	Martinborough 5781

<b>Postal address:</b>
As above

<b>Contact Person:</b> LEE MAUGER	<b>Phone No (Day):</b> 027 072 1293
<b>Email:</b> LEE.MAUGER@GMAIL.COM	<b>Mobile No:</b> -
	<b>Phone No (After hours):</b> -

<p><b>When was the organisation formed and what are its aims and objectives?</b></p> <p>Formed in January 2018. The society aims to preserve, protect and promote the outstanding dark sky panorama of the South Wairarapa region.</p>
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Total number of members in your organisation?	18
How many full-time equivalent people work in your organisation?	0
How many volunteers work in your organisation?	8
Date of last AGM?	N/A New Society
Are you GST registered? Y/N	GST No:

Officers of organisation	
Chair: LEE MAUGER	Phone No: 0220721795
Secretary: Ray Lilley	Phone No: 021 222 2100
Treasurer: David Kerstan	Phone No: 021 625 327

## 2. PROJECT OVERVIEW

Specific reason for grant application (e.g. upgrade to facilities/purchase of equipment/one-off event):

Requesting funding SWDC lighting consultant has indicated is needed to be invested by SWDC in updating the lighting ordinance to be compliant with an application to become an International Dark Sky Reserve

Where and when will the activity/event take place or what is the anticipated completion date of the project (please note funds cannot be allocated retrospectively)?

Work to be done by SWDC in 2018.  
NB: Propose these funds are provided to SWDC to complete this work, this is a supporting request.

Why should South Wairarapa District Council (SWDC) support this project/event?

Required to submit application to the International Dark Sky Association.

<p><b>Who will benefit from these funds and in what way?</b></p> <p>The South Wairarapa Community to support the certification of the region as an 'International Dark Sky Reserve'</p>
<p><b>Would you like to speak in support of your application at a meeting of the South Wairarapa District Council?</b> Yes/<u>No</u> Already discussed, but hopes to if requested</p>
<p><i>Submission hearings will be held on 14 &amp; 15 May 2018 at the Council Chambers, Martinborough</i></p>

### 3. FINANCIALS

<b>Funding requirements</b>	
Total cost of project	\$ 25,000
Your organisation's contribution	\$ -
Other outside funding (please supply brief details)	\$ -
Amount applied for in this application	\$ 25,000
Shortfall (please provide brief details of how will balance be found)	\$ -
Project income (if applicable), e.g. generated from sales to public	\$ -
Is organisation a registered charity?	Yes/ <u>No</u>
Have you applied to SWDC for funding before?	Yes/ <u>No</u>
If yes, when, for what purpose and how much was granted?	

*Propose funding is allocated to SWDC*

Bank account details	
Name of bank:	TBC.
Account name:	
Account No:	

#### 4. Declarations



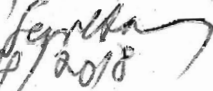
We agree to comply with requests from an officer or councillor from SWDC for additional information in relation to this application.

#### Statement to comply with the Provisions of the Privacy Act 1993

The personal information above is collected and will be held by SWDC for the purpose of considering your application for financial assistance. You have the right of access to, and correction of, personal information about you, that we hold.

#### Authorisation

- I certify that the information provided in this application form is true and correct to the best of my knowledge.
- I have the authority to make the application on behalf of the organisation.
- I agree that the necessary documentation listed below is attached to this application.
- I confirm that we will complete and return a grant accountability form within two months of the project being completed.
- The organisation will keep receipts and a record of all expenditure for 7 years.
- Any unspent funds will be returned to SWDC.
- All expenditure will be accounted for in the Grant Accountability Form.

Signatory One	Signatory Two
Signed: 	Signed: 
Full name: LEE KARL MAUGER	Full name: Raymond Walter LILLEY
Designation: CHAIRPERSON	Designation: 
Date: 21/4/2018	Date: 21/04/2018

#### Supporting documentation required for this application

- Most recent annual accounts including notes and review/audit report.
- Income and expenditure statement for part year and inaugural minutes (if organisation has been operating for less than 12 months)

Ed Martin

## Youth Bike Park Submission – Memorial Avenue Ponatahi Road

*Representative - Ed Martin*

*7<sup>th</sup> April 2018*

I'd like to raise a submission for a bike park at the former Ponatahi pine plantation near Memorial Oaks just north of town. This will be a low cost investment that will draw visitors to our district as well as provide a growth and development outlet for our young population.

As listed in the recent **2018 LTP SWDC Strategy Consultation Document**, there are two strategic priority outcomes that this will directly influence:

### **Youth Training and Development**

Our schools and day cares are booked full, the younger population is growing at an increasing rate. In the next five years the local population will be flush with teenage youth with little to do. Building a world class jump track alongside a gentle sloped learning to ride terrain park will provide a focus for our youth at all ages.

### **Promoting and Enhancing Our District**

Martinborough is becoming an international cycling destination with numerous events coming through town – Tour of Aoteroa, Huri Huri

Adults in New Zealand rate cycling one of their preferred leisure activities – (take 40 pg brief to get numbers). Cycling is already a popular addition for visitors to our district, why not add in another supporting activity as well?

### **What it Will Cost**

Low cost, low cost entry capital spend.

- Carpark is already there
- Land is already there
- Topography lends itself to this kind of recreational activity - \$10k minimal earth moving investment
- Naturally sheltered from the southerly and Norwest wind
- Signage
- Promotion – anyone can come and run an event, including the council

## **ROI**

Potential Future Revenue with events if the jump track is developed to be world class. Trail Fund and McGarry Foundations both have grants to facilitate this kind of development and are looking for opportunities to fund.

- Crankworkx in Rorotua with world class jump tracks brings in millions in revenue. There are no other events our outlets like this in the lower North Island.

## **Local History in Focus**

- WWI memorial oaks can now be enjoyed by the public
- 100 year old oaks beautifully planted and under utilized can now serve as a picnic/parking area
- Cars already stop here, take photographs, picnicking etc, make it a proudly displayed council land area

## **Background**

Mountain biking is becoming one of the fastest growing sports in NZ and the world. The Wellington region already enjoys the benefits of several large events and has a recreational club drawing an increasing audience year over year.

W.O.R.D. – Wellington Off Road Department – a youth organisation for kids to learn to ride their mountain bikes confidently throughout trails of Makara Peak and Mt Victoria. Enrolment for each term in 2018 is 300.

Crankworkx – A world class professional tour that has come to New Zealand 4 years in a row, with 6 years remaining on their lease. World champion jump track cross country, enduro and downhill riders are coming with live TV coverage from ESPN, SKYTV and several of the largest sports networks. Spectators for 2018 were well above 38,000.

Summary:

I would respectfully ask that this submission be heard at the convenience of the SWDC.

## Waihinga Charitable Trust Submission

Max Stevens - Chair

### South Wairarapa District Council Long Term Plan 2018-2028

I would like to speak to this submission.

The Waihinga Charitable Trust has successfully fundraised \$2.3 million for Stage One of the project – the Community Centre building and essential landscaping. We are continuing to fundraise for Stage Two with in the region of \$390k raised so far including a recent \$50,000 grant from the Martinborough Lions, their biggest public grant ever commemorating the Lions International Centennial.

#### 1. **Martinborough Playground - P34 Consultation Supporting Documents**

On behalf of the Waihinga Charitable Trust I ask that SWDC allocate some of the proposed playground budget to the new Waihinga Centre playground in Martinborough.

#### 2. **Footpath Budget – P79 Consultation Supporting Documents**

I understand that the possible funding for new footpaths identified in last year's Annual Plan (SWDC resolution DC2017/71) was unavailable due to urgent roading rehabilitation. We request that additional footpath funding is set aside for the footpath work on Texas Street identified in the Waihinga Centre Plans. This footpath is essential to provide safe access to the Waihinga Centre, Park and Playground, which is owned by SWDC.

Max Stevens

Chairperson

Waihinga Charitable Trust

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# Living Streets Aotearoa



## Submission from Living Streets Aotearoa to South Wairarapa District Council on South Wairarapa long term plan 2018

Contact person: **Ellen Blake / Celia Wade Brown**  
Email: **wellington@livingstreets.org.nz**  
Phone: **021 106 7139**  
Date: **23 April 2018**

### Submission

Living Streets Aotearoa thanks the Council for this opportunity to submit on the long term plan. We would like to make these proposals additional to the letter sent from Living Streets on 25 March 2018.

Good pedestrian infrastructure, slower speeds, encouraged by good urban design, make towns and cities safer and more attractive and encourage visitors and residents alike to linger, enjoy and spend. Walking is people's favourite leisure activity so better connected suburbs and parks, footpaths and reserves will be popular with residents.

Living Streets have successfully lobbied Government for a Funding Assistance Rate for footpath maintenance, this will be included in the local roads maintenance class in the new GPS on Transport. This should relieve pressure on Council budgets and allow increased spending on pedestrian infrastructure with a matched Council contribution. There will also be available a Walk and cycle activity class for new initiatives to support more walkable places. Appropriate standards and design guides are available with the NZ Pedestrian Planning and Design Guide, RTS 14 for vision impaired pedestrians, and NZS 4212:2001 for accessible buildings.

Good data is the basis for good decisions and target setting. There is now an international standard for measuring walking that can assist in identifying and monitoring progress on walking initiatives <http://www.measuring-walking.org/>.

### Walk to school

Living Streets is concerned by the nationwide drop in the numbers of children walking to school. From 1989/90 to 2010-14 the numbers of 5 to 12 year-olds walking to school plummeted from

42% to 29% (MoT data). This is something we can take action on and a target in the long term plan to improve the walk to school mode share is important.

A school travel programme for every school in South Wairarapa would be a step in the right direction to get students more active, and there are some good models to show how this can be encouraged for rural schools, eg Fernridge School in Masterton. Improvements in physical and mental health and alertness of students and congestion would all improve with more walking to school.

Living Streets supports the retention of the Youth Grants to allow for appropriate initiatives that support younger people.

- Walk to school targets
- School travel programmes
- Youth training, development and recreation grant

### **Safer speeds**

Living Streets would like to see a reduction in speeds outside schools to 30 km hour. We also support the reduction in speeds on all roads to an appropriate safe design speed. Speed is a key factor in reducing road crashes and the impact of those crashes reduces with lower speeds.

- Slower speeds around schools
- Appropriate speeds for all roads

### **More accessible streets**

Living Streets sees the new GPS on Transport as an opportunity for South Wairarapa to improve accessibility on footpaths. For instance ensuring footpaths are smooth and all intersections have drop-down kerbs from the footpath to allow easy access for buggies and wheelchair users, and all drop-down kerbs have tactile markings for vision impaired people.

Walkway upgrades should be considered in light of the new GPS on Transport funding that will be available for footpath maintenance and walking programmes. Improvements to walkways will provide better connectivity, eg, Featherston's extensive walkway network,

More public seating should be provided in all towns to enable those with mobility issues to walk around being part of the community with appropriate rest stops.

- Drop down kerbs
- Tactile markings
- Public seating
- Walkway upgrades

### **Good subdivision design**

Living Streets would like to see all residential subdivisions in South Wairarapa have footpath on both sides of the road with at least 1.8metre width.

- Minimum standard footpaths for subdivisions
- Living Streets supports development of the Spatial Plan

### **Footpath maintenance**

The Infrastructure Plan should be adjusted to bring forward and take advantage of the expected additional funding available for footpath maintenance and development in the new GPS on Transport.

- Bring forward footpath developments

### **Greytown**

Providing a continuous dedicated pedestrian footpath along the east side of East Street near Greytown School would improve safety for students walking to school and help promote this active trip.

- Greytown school footpath

### **Featherston**

Improvements to the pedestrian crossings across SH 1 similar to the raised crossing design in Carterton would improve safety and amenity for pedestrians in this busy area.

### **Supporting public transport use**

South Wairarapa has train and bus services. Promoting use of these services reduces congestion on roads and is the safest way to travel. Living Streets would like to see audits around train stations and main bus stops to see what improvements can be made e.g. more shelters and seating, wayfinding signs and maps for visitors, timetable information, minimum footpath standards to access the stops.

[Community street reviews](#) are a useful cost effective tool to identify pedestrian improvements (such as those mentioned above) undertaken by users.

We would like to be heard in support of our submission.

### **About Living Streets**

Living Streets Aotearoa is New Zealand's national walking and pedestrian organisation, providing a positive voice for people on foot and working to promote walking friendly planning and development around the country. Our vision is "More people choosing to walk more often and enjoying public places".

The objectives of Living Streets Aotearoa are:

- to promote walking as a healthy, environmentally-friendly and universal means of transport and recreation
- to promote the social and economic benefits of pedestrian-friendly communities
- to work for improved access and conditions for walkers, pedestrians and runners including walking surfaces, traffic flows, speed and safety
- to advocate for greater representation of pedestrian concerns in national, regional and urban land use and transport planning.

For more information, please see: [www.livingstreets.org.nz](http://www.livingstreets.org.nz)

# MARTINBOROUGH COMMUNITY BOARD

27 AUGUST 2018

## AGENDA ITEM 6.6

### APPLICATIONS FOR FINANCIAL ASSISTANCE

#### **Purpose of Report**

To present the Community Board with applications received requesting financial assistance.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from Lilly McMahon requesting \$300 towards the costs associated with attending international Scout Jamboree in Australia in January 2019.*
3. *Consider the application from Bambora Events requesting \$999 towards the costs associated with running a community festival in Tora in January 2019.*
4. *Consider the application from Martinborough Business Association requesting \$5,000 towards the costs associated with installing a CCTV camera security system around the town.*
5. *Consider the application from Wairarapa Citizens Advice Bureau requesting \$350 towards the costs associated with running the service.*
6. *Consider the application from Curtis Cup U13 Representative Hockey Team requesting \$1,000 towards the costs associated with attending tournament.*
7. *Consider the application from Life Education Trust requesting \$500 towards the costs associated with delivering a mobile classroom life skills programme*
8. *Consider the application from Martinborough Squash Club requesting \$1,000 towards the costs associated with installing a leaf protection system in the gutters of the Squash Club building.*
9. *Consider the application from Martinborough Youth Trust requesting \$2,050 towards the costs associated with assisting youth attend the Discovery programme.*
10. *Consider the application from 3RGroup requesting \$500 towards the costs associated with setting up a SeatSmart recycling programme in Martinborough.*

11. Consider the application from The Royal NZ SPCA requesting \$2,000 towards the costs associated with provision of an animal welfare inspector in the Wairarapa.
12. Consider the application from The Martinborough Toy Library requesting \$300 towards the costs associated with upgrading the Toy Library software to an online version with website capability.

## 1. Executive Summary

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

Eleven applications have been received in this application period, requesting a total of \$13,999. Applications will be provided to members in confidence.

<b>Applicant</b>	<b>Amount Requested</b>
Lilly McMahon (Greytown Scouts)	\$300
Bambora Events	\$999
Martinborough Business Association	\$5,000
Wairarapa Citizens Advice Bureau	\$350
Curtis Cup U13 Representative Hockey Team	\$1,000
Life Education Trust	\$500
Martinborough Squash Club	\$1,000
Martinborough Youth Trust	\$2,050
3RGroup	\$500
The Royal NZ SPCA	\$2,000
Martinborough Toy Library	\$300
<b>Total</b>	<b>\$13,999</b>

## 2. Criteria

The criteria of the grant are:

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

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

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

### 3. Accountability Reports

<b>Applicant</b>	<b>Status of Accountability Forms for Previous Grants</b>
Lilly McMahon (Greytown Scouts)	No outstanding accountability forms
Bambora Events	No outstanding accountability forms
Martinborough Business Association	No outstanding accountability forms
Wairarapa Citizens Advice Bureau	No outstanding accountability forms
Curtis Cup U13 Representative Hockey Team	No outstanding accountability forms
Life Education Trust	No outstanding accountability forms
Martinborough Squash Club	No outstanding accountability forms
Martinborough Youth Trust	No outstanding accountability forms
3RGroup	No outstanding accountability forms
The Royal NZ SPCA	No outstanding accountability forms
Martinborough Toy Library	No outstanding accountability forms

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

# MARTINBOROUGH COMMUNITY BOARD

27 AUGUST 2018

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## AGENDA ITEM 6.7

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### MARTINBOROUGH SCHOOL PARKING

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#### **Purpose of Report**

To inform members of Martinborough Community Board

#### **Recommendations**

Officers recommend that the MCB:

1. *Receive the information.*
2. *The status quo is retained with a review as part of the footpath strategy in the next 12 months.*

#### **1. Background**

A request from Martinborough Community Board to look at the parking on Roberts Street adjacent to the Martinborough School. Roberts Street is classified as an access route under ONRC classifications.

Traffic counts were taken in March 2018 and show an average daily count of 241 vehicles. The breakdown of this count showed 92% of the vehicles were cars, and the remaining were light, medium and heavy commercial vehicles.

In terms of the Combined Wairarapa Councils District Plan amendment to table 3.1 NZS4404 2010 Land development and Subdivision Engineering allows for a carriageway width of 9.5meters.

9.5 meters allows for 2 moving lanes and 1 parking lane, and is the maximum width achievable due to the location of the power poles on the right hand side. As a comparison, the width on Broadway Street adjacent to the Council Building is nominally 9.3 metres.

Roberts Street still remains the stock route bypassing Martinborough.

The photos below show Roberts Street with oncoming traffic and possible conflict.

Officers recommend the status quo at present with discussions with the School to take place regarding parking and pick up. Council's policy of one path on one side of the street. Kerb and channel can be looked at in future if storm water drainage is a persistent issue with pedestrians encouraged to

use the existing path. The works listed are of an amenity issue rather than safety and functionality.



Photo 1 Roberts Street bus passing parked vehicle



Photo 2 Roberts Street vehicle parked opposite

## 2. Discussion

Options considered for discussion are:

1. Kerb and channel installation adjacent to the existing edge of seal with footpath installed behind the existing power pole line, grass berm between kerb and footpath. Associated with this work would be concrete vehicle entranceway to the houses along with stormwater control and road marking. **Achieving** approximately 25 on-street car parks at a cost of \$86,000.00.
2. Dish channel and kerb and channel adjacent to the existing edge of seal with footpath installed behind the existing power pole line. Where the dish channel is formed, car parking would be between the channel and footpath in the form of off-carriageway parking. This parking would be fragmented due to the section either side of the poles unavailable for parking. Associated with this work would be concrete vehicle entranceway to the houses along with stormwater



control and road marking. **Achieving** approximately 20 off-street carparks at a total cost of \$99,000.00.

3. No parking on the right hand side of Roberts Street. **Achieving** 0 carparks at a cost of \$1000.00.

Aerial photo (Appendix 1) shows a schematic layout of the proposed works.

Colour key:

- Red being kerb and channel line and
- Green being concrete footpath and vehicle crossing

### **3. Appendices**

Appendix 1 – Aerial view

Contact Officer: Tim Langley, Roading Manager

Reviewed By: Mark Allingham, Group Manager, Infrastructure & Services

# **Appendix 1 – Aerial view**

# Roberts Street Martinborough



August 17, 2018

1:1,212



**DISCLAIMER**  
 The Masterton, Carterton, and South Wairarapa District Councils accept no responsibility for actions or projects undertaken or loss or damages incurred by any individuals or company, or agency, using all or any of the information presented on this map. The Councils do not provide interpretation of this information or advice on how to interpret, or utilise this information. Your own independent and appropriate professional advice should be sought. The information displayed on this map may contain errors or omissions or may not have the spatial accuracy required for some purposes.

- Masterton Property
- Carterton Property
- South Wairarapa Property

# MARTINBOROUGH COMMUNITY BOARD

27 AUGUST 2018

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## AGENDA ITEM 8.1

### CHAIR'S REPORT

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#### **Purpose of Report**

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

#### **Recommendations**

That the Martinborough Community Board:

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

#### **1. Meetings and Events**

17 July 2018	Wairarapa Cycle Trails
18 July 2018	SWDC Representation Review Meeting
25 July 2018	Infrastructure and Planning - apologies given
30 July 2018	Community Board Chairs and Winifred Mahowa (DIA Community Advisor Wairarapa)
7 August 2018	MCB Workshop

Looking ahead:

5 September 2018	Infrastructure and Planning
11 September 2018	Waste Water Community Liaison Group
18 September 2018	MCB workshop
25 September 2018	Community Board Chairs

Please note I am on leave for the scheduled 8 October 2018 MCB meeting.

## 2. Current Community Board Projects

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

- June 2017 – SWDC Pain Farm Lease *Lisa requested update on 6<sup>th</sup> April*
- Nov 2017 – SWDC - Installation of Pergola from the Playground at the Pool (not feasible pergola not to code) SWDC to move existing shade at the Princess Street end of the pool closer to the toddlers pool.
- Dec 2017 – SWDC – Martinborough Square Cenotaph repairs, first raised in May 2015.
- Q1 2018 – SWDC report. Resolve parking issues around the School on Dublin and Roberts Street.
- March 2018 – SWDC Consultation with Residents on naming of Dublin Street West and New York Street West
- June 2019 – MCB – Consider a Beautiful Towns and Cities Awards nomination – Recommend that we don't take part this year, but look again next year when Waihinga Centre completed
- Nov 2018 – MR - Poppy Road Signs Project
- Dec 2018 – MCB & MADCAPs – Martinborough Christmas Celebrations – Lisa has reissued a business survey to understand potential business participation / sponsorship of a Christmas Parade.
- June 2019 – MCB – Consider a Beautiful Towns and Cities Awards nomination - when Waihinga Centre completed
- Ongoing – PC - Bus Shelter beautification
- Ongoing – ALL – Facebook
- Ongoing – LC/VR – LTP/AP
- Ongoing – MCB - Advocacy: Public Recycling Bins, Rubbish Collection Days, District Plan review, Speed Limits and Road Safety on Tourism routes
- Ongoing – LC - Community Engagement

## Completed Projects/Initiatives

- 3 year footpath priorities are no longer a CB responsibility.
- Circular seating in Martinborough Square. SWDC has agreed to allocate funding in the 2019/20 financial year.
- School Zone 40km speed signs
- Bike Stands (in association with Lionesses)
- WW1 Commemorations – Photo Exhibition in the Square
- Power Box in Martinborough Square painted with an ANZAC Poppy design
- Beautification Funds allocated to provide a public drinking fountain and bottle filler in the Waihinga Park
- Considine Park Committee formed and first meeting held March 13th
- Appointment of a youth representative to MCB
- Basketball Nets for the court at the Martinborough Playground
- Facilitating the possible use of Considine Park for cricket
- Purchase of new pool play equipment and sale of slide to Greytown MCB
- Town Banners hung

*Recommendation: Receive the information and make updates as necessary.*

### **3. MCB Workshop**

Meeting notes attached.

*Recommendation: Receive the notes.*

### **4. 2018\_19 Budget**

Final Budget to be tabled.

*Recommendation: Receive the Budget.*

### **5. SWDC response to our LTP submission**

Letter is included in correspondence inwards. Please note the request to discuss the FlagTrax system at a cost of \$13,500 to be 50% funded from beautification budgets and 50% from the amenities capital budget.

*Recommendation: Board Members to discuss.*

## **6. Christmas Parade Business Survey**

Survey results will be tabled to allow time for as many responses as possible.

*Recommended resolution: Receive the results and discuss next steps.*

## **7. Martinborough Square Development**

SWDC has agreed to fund the circular seating in the 2019/20 financial year.

I am awaiting advice from SWDC on the steps needed to implement dark sky friendly lighting that is different from the lighting proposed in the existing Development Plan.

## **8. Footpaths**

SWDC have confirmed that CBs no longer set priorities for footpath repairs and maintenance.

*Recommended resolution:*

*- Add an action to the list for SWDC to share the footpath maintenance programme for the year ahead with MCB.*

## **9. Council Road Closure information during flooding events.**

It remains a major community concern that information on SWDC road closures and alternative routes is not actively communicated by SWDC or its contractors during flooding events. NZTA only provide State Highway information. Attached below are some examples of Thames Coromandel District Council road closure communications.

*Recommended resolution: MCB formally request that SWDC once again review its role in the communication of SWDC Road Closures around Martinborough during flooding events.*

## MCB Workshop Notes

Tues 7<sup>th</sup> August 2018, 3.15pm, 10 Dublin Street West, Martinborough

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

Purpose – to allow members to have an in depth discussion around current issues, and to ensure all members are well informed and able to debate the issues and make decisions at the formal MCB meeting on 24<sup>th</sup> April 2017

1. Martinborough Square Development Plan  
Members discussed lighting in the Square, Curved Seating around the Memorial and the Development Plan. In light of the Waihinga Centre development and the proposed Dark Sky Reserve it could be argued that the current plan has been overtaken by events. Agreed that SWDC would be asked how Reserve Development Plans are funded and find out whether the Square Development Plan is due for a review, and whether a review would be needed to progress Dark Sky Friendly lighting in the Square. Once budget and process are clarified MCB to work with Waihinga Centre, MBA and Dark Sky Association, on a Square lighting plan.
2. Bike racks  
Some members have received feedback that it is unclear what the bike stands are for. The general view is that this should settle down over time.
3. Martinborough Pool  
Noted the pool shade has not been moved, Lisa to make sure it is on the MCB Action List. Lisa also to find out what the available budget for improvements to the Martinborough Pool is this year.
4. Martinborough Playground  
Lisa to find out what available budget there is for Martinborough Playground this year and to request a breakdown of playground spend over the last 3 years for each SWDC playground.
5. Footpaths  
Members were frustrated at the lack of funding for new footpaths, will again request funding in the next Annual Planning round. It was agreed to ask SWDC to communicate which footpaths will be included in the new maintenance programme this year. Lisa to raise as an action at next MCB meeting.
6. Facebook  
It was agreed to spread the load of managing the Facebook page; with all members to have editing rights. The Facebook policy is in the About section of the page.
7. Martinborough Road Closure communications during flooding events.  
Lisa shared some examples from Thames Coromandel District Council. Agreed to once again request that SWDC takes responsibility for communicating closures of SWDC managed roads during flooding events.



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Jocelyn Strongman

· 9 January 2018

I came through yesterday, Thames to Coromandel Town, and it was amazing the work which has been done to repair all this damage. Not too many holdups and not much of the very bad damage showing. A lo... See more

Chat (8)



Jax Graham

· 30 January 2018

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37 3

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DOC has said a big "thank y...

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21 3

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Thames-Coromandel District Council shared a photo.

2 hrs ·

10.30am UPDATE

- State Highways: The SH25A Kopu-Hikuai Rd is now open with Stop/Go traffic management in place so please drive with caution and expect delays. SH25 (Thames Coast Road) remains closed in Ruamahunga.
- Local roads: We have been advised Neavesville Rd, Matatoki is closed, due to a slip. Crews are working to clear the debris but there is no timeframe on when this will re-open. A slip has also closed Puriri Rd in Te Kouma, which is likely to be closed all day. Substantial slip with dangerous overhang at Golden Bay, could be closed up to two days. - Amber.



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@ThamesCoromandelDistrictCouncil

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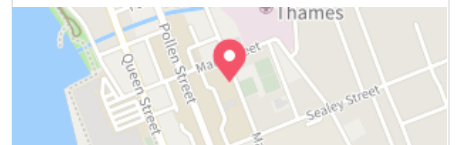
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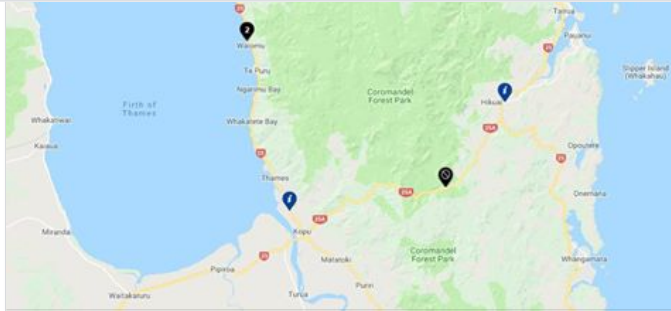
Chat (8)



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3 hrs ·

SH25/25A COROMANDEL - ROAD CLOSED - UPDATE 9AM, MON 16 JUL

The SH25A Kopu-Hikuai Rd is NOW OPEN with Stop/Go traffic management also, however SH25 remains close... See more

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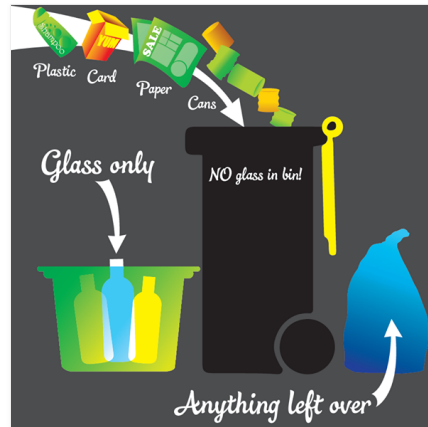
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Thames-Coromandel District Council

1 hr ·

Please note, due to road closures there may be delays in your kerbside collections today. - Amber www.tcdc.govt.nz/kerbside



Kerbside Refuse and Recycling Collection



Kerbside Refuse and Rec

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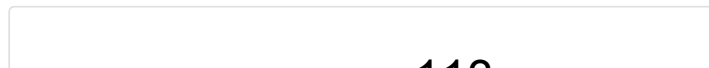
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Chat (8)

**Thames-Coromandel District Council**  
1 hr ·

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but there is no timeframe on when this will re-open. A slip has also closed Puriri Rd in Te Kouma, which is likely to be closed all day. - Georgina

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1 Oldest

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**Jeanen Lindsey** We are trapped in coro  
Like · Reply · 1h

**Belinda Knight** 😞 take care  
Like · Reply · 1h

Write a comment...

**Thames-Coromandel District Council**  
4 hrs ·

Good morning everyone,  
Weather warnings for the Coromandel have been lifted, but some of our roads are still closed this morning due to major slips.  
• SH25 Thames Coast Rd is closed at Waiomu and just south of Tapu...  
[See more](#)

Like Comment Share

31 Oldest

22 shares

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**Alice Wilkins** F  
Like · Reply · 37m

**Sande Mareroa-Gates** Thanks Catherine Stephen  
Like · Reply · 28m

Write a comment...

**Thames-Coromandel District Council**  
15 hrs ·

The storm has cleared from the Coromandel, but multiple roads on the State Highway network remain closed and motorists are advised to check the NZTA website for updates before travelling around the region. - Georgina



TCDC.GOV.T.NZ  
**Roading update - 6:45pm**

Rain has cleared from the Coromandel area, but the effects may continue into the evening due to the incoming king tide.

Like Comment Share

24 Oldest

6 shares

View 5 more comments

**Sandra Morris** SH25 at Hikuai just opened.  
Like · Reply · 12h

**Andre Lambly** Hey, can any one tell me if can i get to Whangapoa

Chat (8)



today? Coast road ir via Tairau? Im coming from Auckland way.

Like · Reply · 3h

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**Thames-Coromandel District Council**

18 hrs ·

Motorists are being advised to avoid all travel across the Coromandel until further notice.

Road closures on the State Highway network mean the Coromandel is currently cut off by flooding and slips.

Waikato Regional Council has advised that it is activating the Kauaeranga spillway on State Highway 25, and with excessive amounts of water in the Kauaeranga Valley - the road could be closed into late tonight or even tomorrow.

We'll keep you updated here, and you can keep an eye on the NZTA website for State Highway updates. - Georgina

Like Comment Share

86 Oldest

63 shares

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**Jessica Andrews** Morgan Laird this could be interesting...

Like · Reply · 16h



**Morgan Laird** I reckon you'll be right 😊

Like · Reply · 16h

2 Replies



Write a comment...



**Thames-Coromandel District Council**

18 hrs ·

Latest update - three sections of the State Highway network are now closed across Thames-Coromandel and warnings more roads could be closed later this afternoon as a result of rising river levels and the king tide at 8:45pm - Georgina.



TCDC.GOV.T.NZ

**Weather warning #3 - 3:30pm**

Three sections of the State Highway network are now closed across Thames-Coromandel as rain and high winds continue this afternoon.

Like Comment Share

21 Oldest

11 shares

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**Ongelique Gray** Darren Hakesley

Like · Reply · 18h



**Sue Towler** Louise Weaver 1

Like · Reply · 18h



Write a comment...



**Thames-Coromandel District Council** shared a post.

19 hrs ·

A heads up with rising river levels this afternoon. -Amber

Chat (8)



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**Waikato Regional Council**

20 hrs ·

Like Page

**RISING RIVER LEVELS AND FLOODING**

Due to the impact of heavy rain on river levels, it is possible the Kaueranga spillway will operate this afternoon, which will ...

[See more](#)

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Comment

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16

Oldest

18 shares

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**Miranda Van Buren-schele** Joanne Kirwan

Like · Reply · 18h

1 Reply



**Carla Williams** Olivia Williams

Like · Reply · 15h



Write a comment...



**Thames-Coromandel District Council**

20 hrs ·

This is the latest photo someone has sent us of slip between Tairua and Kopu. So not looking like vehicles will be able to get through. SH25 road at Manaia still closed - NZTA has confirmed this. Matatoki - drinking water pressure levels are low so a water tanker has been stationed at Matatoki School. Please bring your own containers and water will need to be boiled before drinking. - Laurna .

Chat (8)



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Like Comment Share

325 Oldest

483 shares

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**David Arthur** How long until they clear that slide.  
Like · Reply · 35m

**Thames-Coromandel District Council** Open with stop/go traffic in place, expect delays. Amb er  
Like · Reply · 26m

**Diane Galley** So did Francis and Adelle, they left at 10am ,said it was really scarey  
Like · Reply · 16m

Write a comment...

[See more](#)

Chat (8)



## Road and Highway Conditions

Find out about the conditions of the roads and highways on the Coromandel.

Alerts will also be posted on our [homepage](#) if there are any roading issues on the Coromandel. Or, get alerts [sent to your inbox via our email newsletters](#) or check the latest updates on our [Facebook page](#).

---

### 10.30am, Monday 16 July 2018

- **State Highways:** The SH25A Kopu-Hikua Rd is now open with Stop/Go traffic management in place so please drive with caution and expect delays.
- SH25 (Thames Coast Road) remains closed in Ruamahunga.

See [the New Zealand Transport Agency's \(NZTA\) website](#) for updates.

#### Local roads:

- We have been advised Neavesville Rd, Matatoki is closed, due to a slip. Crews are working to clear the debris but there is no timeframe on when this will re-open.
- A slip has also closed Puriri Rd in Te Kouma, which is likely to be closed all day.
- Substantial slip with dangerous overhang at Golden Bay, could be closed up to two days.

---

### Local Roads

Download the roading maintenance activities schedule to find out about the status of the Council owned and maintained roading network on the Peninsula.

Visit the [Council projects section](#) to also find out more about major roading projects.

---

### State Highway 25

To review the status of the State Highway 25 on the Peninsula, [sign up to receive email alerts here](#) or [please visit the New Zealand Transport Agency's \(NZTA\) website](#). NZTA manages this highway.

We will also try and provide the [latest updates](#) on the Highway as we receive information from NZTA.





## Latest News & Public Notices

### Roading update - 6:45pm

15 July 2018

Rain has cleared from the Coromandel area, but the effects may continue into the evening due to the incoming king tide.

Motorists are being advised to check the [NZTA website](#) to ensure routes are clear before travelling around the Coromandel and Hauraki areas.

The following roads on the State Highway network remain closed due to flooding and slips this afternoon:

- SH25 closed at Manaia due to flooding
- SH25 Thames Coast Rd closed at Tapu due to a slip
- SH25 Whitianga to Kaimarama closed due to flooding
- SH25A Kopu- Hikuai closed due to a slip

Communities north of Tapu and north of Whitianga are currently isolated with no alternative routes available.

Waikato Regional Council has activated the Kauaeranga spillway on State Highway 25 south of Thames, to release excessive amounts of water in the Kauaeranga Valley. Although there is water across the road, SH25 south of Thames is open and NZTA is on site.

More roads could be closed later tonight as a result of rising river levels and the king tide at 8:45pm. This could affect SH2 through the Karangahake Gorge and SH25A at Hikuai.

There are also a number of closures in Kaiaua on the western shore of the Firth of Thames. These include:

- Miranda Road, Kaiaua, is closed near Findlay Road. Traffic is being diverted at the intersection of East Coast Road, Miranda Road and Front Miranda Road.
- East Coast Road, Kaiaua - Auckland Transport has advised a major slip is blocking East Coast Road north of Whakatiwai.
- Kaiaua Road, Kaiaua – there are multiple areas of surface flooding along this road that are quite deep and swift in places.

Keep an eye on the NZTA website for State Highway updates. [This link has the details.](#)

Our Council's local controller Garry Towler says the storm has cleared from the Coromandel area.

"We are just waiting for the catchments to release and for the high tide to turn at 9pm, then we will see the water recede and can

expect our roading contractors to get stuck in to clearing the slips," Garry says.

The earlier power outages around Coromandel Town have been resolved and there are no reported power outages.

**Water restrictions:** Omahu residents may be affected by low water pressure or no water this evening as the water in the stream we take from is affected by today's storm.

Residents in Matatoki are still being asked to conserve water as rising stream levels have blocked drinking water at the Matatoki intake.

A water tanker is stationed at Matatoki School to provide water to anyone who needs water. Residents are asked to take a container and to boil water before consumption.

Updates on when we will be able to resume taking drinking water from the stream will be made available through our Facebook page.

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||

19 July 2018

Martinborough Community Board  
19 Kitchener Street  
Martinborough 5711  
martinboroughlisa@cornelissen.co.nz

Shed 39, 2 Fryatt Quay  
Pipitea, Wellington 6011  
PO Box 11646  
Manners Street  
Wellington 6142  
T 04 384 5708  
F 04 385 6960  
www.gw.govt.nz

Dear Lisa

### **Submission on the Greater Wellington Regional Council Long Term Plan 2018-28 and Revenue and Financing Policy**

Thank you for taking the opportunity to make a submission on our Long Term Plan 2018-28.

On 26 June Council met to discuss the feedback and agree the Plan. There was broad support from our communities for the proposals and we decided to fund a long-term solution for the Wairarapa rail line and Capital Connection, increased capability for the Wellington Region Emergency Management Office and continuing to lead the Water Wairarapa Project as proposed in the Consultation Document.

The Plan reflects our ongoing commitment to significant investment in our regional infrastructure to build the future of our region. This includes a commitment to:

- Transform our transport network and deliver substantial fare discounts for off peak travel, students and people with disabilities
- Complete major flood protection projects
- Ensure our regions water supply is resilient to major events
- Establish Whaitua Committees across the region with a strong emphasis of working in partnership with our community to improve freshwater quality.

### **Revenue and Financing Policy**

Alongside the Long Term Plan 2018-28, the Council also consulted on the Revenue and Financing Policy. Many of the submissions received covered both matters. After listening to our communities, we have changed how we propose to allocate rates across the region to fund our two largest areas of work, public transport and flood protection. While the principle of aligning benefits with costs is basically sound, the issue of affordability in several parts of the region weighed heavily on our final decision. We have made changes to ensure that rates paid are as fair and equitable across the region as possible. The changes we have made following consultation on the draft Policy are to:

*Flood protection*

- Retain the status quo – with 100% of the activity Understanding Flood Risk funded from the general rate, and up to 50% of the remaining flood protection work funded by general rate and the remainder by those affected

*Public transport*


- Reduce the CBD differential from 8 to 7
- Reduce the Business (excluding Wairarapa) differential from 1.5 to 1.4
- Reduce the differential Otaki residents will pay to 0.5 (the same as Wairarapa residents), in part due to the lower level of transport infrastructure in Otaki.

A longer transition period of six years was also agreed.

As a result, the average value South Wairarapa residential property will pay \$384 less in rates to Greater Wellington over the next ten years, compared to the initial proposal.

Thank you again for taking the opportunity to provide us with feedback.

Yours sincerely



**Chris Laidlaw**  
Chair

24 July 2018

Lisa Cornelissen  
Chair  
Martinborough Community Board

[martinboroughlisa@cornelissen.co.nz](mailto:martinboroughlisa@cornelissen.co.nz)

Dear Lisa

### **2018/28 LONG TERM PLAN SUBMISSION TO COUNCIL**

Thank you for your submission on Council's 2018/28 Long Term Plan.

As part of the LTP process Council consulted the community on a number of proposals. The proposals and decisions are detailed on the attached sheet.

Council noted your comments and suggestions and responds as below:

- *Recycling bins alongside rubbish bins:* Officers will provide a comprehensive report to Council on the provision of public recycling bins including the additional costs of providing this service.
- *Request for Council to review community boards terms of reference and delegations and empowered with financial delegation and human resources:* Noted. A review of the Community Boards terms of reference is planned to be completed during the 2018/19 year.
- *Request for Council to run events prior to the next LG elections so potential candidates understand what is involved:* Noted. A comprehensive candidates booklet is available. Other appropriate information to be provided will be considered closer to the time of the election.
- *Support connection of libraries to UFB:* The new Martinborough Library will be connected to the best available connection through the APNK network - if UFB is available then that will be used.
- *Request for playground budget to be spent equally across the district:* Funding for improvements at Featherston and Greytown playgrounds is for replacement of specific items which are now outside their useful life span and need to be replaced as soon as funds are available. Martinborough will be getting a new playground as part of stage 2 of the Waihinga Centre project, so no replacement items have been allowed for.
- *Additional footpath budget:* Your request for the footpath work in Texas Street has been noted and this will be completed prior to opening of the Waihinga Centre.
- *Request to replace old Martinborough cemetery fence:* \$7,500 has been budgeted in the parks and reserves capital budget for 2018/19 for this purpose.

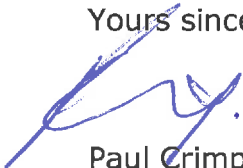
- *Funding to continue the Considine Development Plan:* \$8,500 has been budgeted in the parks and reserves capital budget for 2018/19 to construct the remainder of the lime path and additional trees to be planted.
- *Circular seating around the Boer War Memorial:* The cost of the seating is to be allocated in the 2019/20 annual plan.
- *Funds for town beautification to be managed by community boards:* Beautification funds continue to be allocated in the LTP budgets to be managed by the Community Boards.
- *Funds for road cycle lanes on Martinborough urban routes and Pass safely signage:* Pass safely signs are to be installed and green cycle lanes are to be marked on some roads.
- *Request that the salvaged Martinborough playground pergola be installed at Martinborough pool before the 2018/19 swimming season:* The intention is to do so however the project is not currently funded. Council officers to work with MCB on a suitable shading solution.
- *Support removal of manganese from the Martinborough water supply:* Noted.
- *Support for rezoning and spatial plan:* Noted.
- *Bilingual signage and recommendation that Council consider early replacement of key signs in district:* Noted.

As part of the Featherston Community Board submission, they requested a change to the street flag system, I've attached a copy of the relevant part of their submission for your information. Council approved the bracket replacement concept for all three towns if they wish to go ahead with it. It is estimated the cost would be \$13,500 per town for replacement of street flag brackets with FlagTrax-style system. This type of system is recommended as flags can be changed by a person standing on the ground rather than requiring costly work by a contractor with a cherry picker. Council agreed to this proposed change and to use each town's beautification budget for 50% of the cost with the remainder to come from the amenities capital budget.

Can you please discuss this with your Board and confirm if you wish to move to this system for Martinborough's street flags.

Thank you again for taking the time to prepare your submission and for your interest in Council's plan for the 2018/28 period.

Yours sincerely



Paul Crimp  
Chief Executive Officer

The street flag brackets in Featherston are in desperate need of replacing. They have been reduce to 8 from 21 in number. We believe that the installation of these brackets, with a set of bright flag will instantly improve the appeal of the main street.

There already has been some investigation by Council staff on the cost of replacing these. Using the FlagTrax system (<http://www.flagtrax.com/nz>) initial set up would be more costly than traditional brackets, but changing the flags would be free, once flags were purchased. Some renewal of flags, and brackets would be expected over time and could be managed by the Featherston Community Board. These brackets and flags are used in Wellington in the high winds.

The estimated cost is \$13,500 to replace existing flag brackets. This could be fully sourced from the Main Street Beautification Fund after 1 July 2017.

This flag system would give us the flexibility to respond to Community events and keep our town vibrant and Community focused. Seasonal flags like those for Matariki and Christmas will help bring us together and flags for events such as Booktown, will promote our events.

Purchase of a new base set of "Featherston" flags could come from FCB internal funds. Events could factor in the purchase of their own flags, and seasonal events could fundraise from within the Community.

This work must be done before November so that they can be used for the Christmas period.

I contacted Wellington City Council who have around 500 brackets in place. We have received advice on the FlagTrax system.

- It is recommended we have an audit done on our poles to check exactly what brackets are needed.
- We could expect to replace a bracket once every three years and maintain 2 - 3 poles for ad-hoc replacement a year.
- There was an increase in banner usage so they recommended a booking system.
- They found they look better, stay on better and last longer than other flags.
- Dye screening last longer than digital printing.
- They are getting three seasons from their Christmas flags which are up for about 6 weeks of the year.
- Flag life depends on the weather they are up in.
- Flags are washable which also extends their life.
- Vandalism hasn't been a significant issue.
- Flags can get stuck, so sometimes they need someone to unstick them.
- Trucks in loading zones can damage the brackets.
- Flags cost between \$80 and \$140 depending on material, colours and numbers ordered.



Image from FlagTrax website

# 2018/28 LONG TERM PLAN KEY INITIATIVES

SWDC published their Consultation document in March 2018 for the Long term plan for the ten year period commencing July 2018. The theme of this Long term plan is Kāinga Ora – Making South Wairarapa a great place to live. We received a record number of submissions to our LTP. It was great to see the community engaging in the long term planning process in this way. All submissions were reviewed by Council. Much of the feedback supported the proposed initiatives. Below is a summary of the outcomes of the consultation process.

## **Future growth and development**

Council adopted the proposal to prepare a spatial plan for the South Wairarapa district costing \$300,000 over 10 years.

There was strong support for this proposal.

## **Water conservation**

Council decided not to fund a feasibility study but agreed to put in place communication and education initiatives, with a view to consulting further in the 2019/20 Annual Plan.

Councillors were pleased with the level of community interest in water conservation in order to future proof our communities. Ruamahanga Whaitua findings and implications are now available and will provide essential information to feed into water use reduction options. Communication and education of home storage solutions is to be undertaken by Council.

## **Youth training and development**

Council adopted the proposal to allocate \$75,000 per annum for grants to support youth.

Councillors noted submissions supporting the proposal, and endorsing that youth are the future of our district. Council wanted to provide leadership by way of financial support to groups providing youth programmes.

## **Reducing waste to Landfills**

Based on submissions from ratepayers, Council supported the introduction of 240 litre recycling wheelie bins and e-waste disposal systems subject to satisfactory arrangements with the other Wairarapa councils. Masterton and Carterton District Councils have advised that they will also support these proposals.

Council also supported the idea of a recycling/recovery centre however as immediate rollout was not supported by the other Wairarapa councils this proposal will not be implemented this year.

A food waste collection was also supported by Council as collection could result in a significant reduction in waste going to landfills (40% of waste to landfills is food waste). This proposal was the least favoured waste reduction option consulted on and will not be implemented at this time. Instead, Council officers will be undertaking education and plan to work with suppliers and community groups to provide low cost composting bins to the community.

## **Infrastructure for visitors**

Council adopted the proposal to spend \$50,000 p.a. over 5 years to fund more infrastructure for visitors. There was strong support for this proposal.

## **Sport coordination**

Council did not adopt the proposal to fund a resource for central coordination of sport.

Many submitters see this as outside Council's role to become involved in this area.

## **LTP submissions**

Council received 182 submissions covering over 760 individual requests as part of the Long Term Plan (LTP) submission process. The Mayor and councillors heard a total of 67 verbal submissions.

A clear majority of submissions sought additional services or funding, and requests were assessed to ensure Council was collecting enough revenue to provide core services, maintain community assets and complete the infrastructure projects in the proposed timeline. The LTP indicates a total rates increase of 5.65% for the 2018/19 financial year and an average final rates increase of 2.31% over the ten years of the LTP. The percentage rates increase varies by individual property.

If you would like to review the decisions from other submitters, you will find the minutes from the hearings and deliberations meetings on our website <http://www.swdc.govt.nz/council-agenda-and-minutes-2018>.

## **Promoting and enhancing our district**

Council adopted the proposal to spend \$300,000 spread over 10 years to promote and enhance the district.

There was considerable support for this proposal.



The Martinborough Business Association has been approached by business owners and residents about the parking behaviours in Martinborough. The Business Association, in its advocacy role, wants to develop solutions.

There are 3 areas of concern.

1. Central Village all day parking on Kitchener St, Jellicoe St, and the Square.
2. Parking at the intersections of Venice & Jellicoe and Naples & Jellicoe.
3. Parking congestion on Broadway between Naples and Kitchener Sts.

### **Central Village all day parking on Kitchener St, Jellicoe St, and the Square.**

There is a behaviour that you can park anywhere all day and legally you can. We have witnessed retailers parking outside other businesses or their own all day, there are commuters leaving their cars in this area all day, The work from homers who do it at a café, the cyclists who then ride off and the staff that park outside the business for their shift.

We believe these carparks need to be regularly turning over to encourage more business in these areas.

There are several solutions to this.

1. Talk with the businesses and have them police with their staff
2. Take the Feilding approach and name and shame after a few gentle reminders
3. Establish all day parking areas
4. Sign post parking limits in these key areas
5. Raise awareness of the issue and impact in local media

### **Parking at the intersections of Venice & Jellicoe and Naples & Jellicoe.**

The parking at these intersections is allowed up to the intersection. With the prevalence of SUV type vehicles you need to pull a long way into Jellicoe St to see past these parked cars. A solution is to paint yellow dashed lines at these intersections so that no parking occurs and a safer line of sight is established.

### **Parking congestion on Broadway between Naples and Kitchener Sts.**

During business hours this section of the street is reduced to 1 lane. Concern has been raised about there being no sight lines of the entrance to the day care centre and the possibility of a child bolting across the road.

A solution is to allow parking on one side of the street.

We would like to invite you to discuss these parking issues, possible solutions and other solutions at 10.30am this Wednesday at the Village Café.

Please let me know if you can attend.

Kind regards

Pete

PS We are aware that Feilding has had the same all day parking issue. We have approached Mayor Helen Worboys and her reply is below.

[Hi Peter](#)

Interesting you should email me on this topic as right now we are having meetings about how we get business owners not to park where customers should be. This has become an issue again due to the fact that no-one is actively monitoring this and reminding businesses. The plan seems to be now that Council will be asked by the business community to instigate 2 hour parking limits in the inner CBD. Free parking in Feilding is not negotiable to change, as this is our point of difference to the city. However 2 hour parking in main areas could work.

Basically business people need ongoing education about the sense of leaving car spaces for customers. We have designated all day car parking spaces around the CBD and these are marked on a map that is given out to all businesses employees and employers. Daily, businesses could phone in to the business association and do offenders in. It then needed a thick skin person (me) to phone or visit the offenders saying we have noted during monitoring that your..... And remind them of the in-house rule and leave notes under the windscreens. The rule has no legal substance so there's always a handful of businesses who tell you where to go and how to get there! I used to embarrass them by saying the rest of the business community knew who they were and would not support their business. Works well if the offenders are a café.

My view then and still is, that we should name and shame the business offenders in the business newsletter after they have been politely asked to move many times!

Your case sounds slightly different with residents parking all day in front of businesses. I assume there are clearly marked all day car parking areas for these people to park in. If not then that's number one. Educating local residents via the newspaper and/or fliers on windscreen would also help pointing out where they should park and why. Most people are genuinely ok once it is pointed out to them why they shouldn't park outside business who need the spaces for their customers.

Good Luck!

If you have any new ideas then keen to hear them.

Cheers

Helen