

## MARTINBOROUGH COMMUNITY BOARD

**Agenda  
27 November 2017**

**Notice of a meeting to be held in the South Wairarapa District Council Chambers,  
19 Kitchener Street, Martinborough on Monday 27 November 2017 at 6:30pm.**

### **MEMBERSHIP OF THE COMMITTEE**

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

### **PUBLIC BUSINESS**

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

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

#### **3. PUBLIC PARTICIPATION/PRESENTATIONS:**

- |     |   |               |
|-----|---|---------------|
| 3.1 | Mate Higginson and Mary Doyle, speaking on the old Martinborough Cemetery.                                      | <b>6:30pm</b> |
| 3.2 | Maree Patten, speaking on a Kuranui College initiative for making the school a one-stop-shop for wellness needs | <b>6:35pm</b> |

#### **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 9 October 2017 | <b>Pages 1-7</b> |
|-----|---|------------------|

**Proposed Resolution:** *That the minutes of the Martinborough Community Board meeting held on 9 October 2017 be confirmed as a true and correct record.*

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

- |     |                                       |                    |
|-----|---------------------------------------|--------------------|
| 6.1 | Officers' Report to Community Boards  | <b>Pages 8-44</b>  |
| 6.2 | Action Items Report                   | <b>Pages 45-54</b> |
| 6.3 | Income and Expenditure Report         | <b>Pages 55-58</b> |
| 6.4 | Applications for Financial Assistance | <b>Pages 59-60</b> |
| 6.5 | Naming of New Road Report             | <b>Pages 61-67</b> |

**7. NOTICES OF MOTION:**

7.1 None advised

**8. CHAIRPERSON'S REPORT:**

8.1 Chair's Report

**Pages 68-80**

8.1.1. Current Community Board Projects

8.1.2. MCB Workshop

8.1.3. Town Centre Bike Rack Project

8.1.4. Long Term Plan

8.1.5. Budget Changes

8.1.6. LTP Sector Meeting Summary

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

9.1 Wairarapa Library Service

**Page 81**

9.2 Youth LTP Sector Meeting

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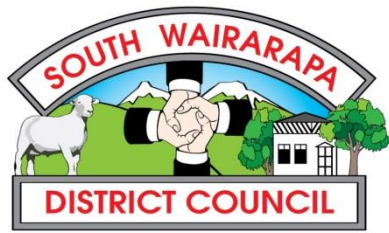
**10. CORRESPONDENCE**

*Proposed Resolution: That the outwards correspondence be approved.*

10.1 Outwards

To David Kershaw, from Lisa Cornelissen, Martinborough Community Board, dated 7 November 2017

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## Martinborough Community Board

### Minutes – 9 October 2017

- Present:** Lisa Cornelissen (Chair), Maree Roy, Vicky Read and Cr Pam Colenso.
- In Attendance:** Paul Crimp (Chief Executive) and Mel Maynard (Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 9 October 2017 between 6:30pm and 9:20pm.
- Public Participants:** Ian Grigor, John Bushell (The Rotary Club of the South Wairarapa) and Tracey Shepherd (Wairarapa REAP).

### PUBLIC BUSINESS

*MCB RESOLVED (MCB 2017/80)* to receive two tabled reports from Cr Colenso about 'Greater Wellington Regional Council (GWRC) Bus Shelter on Ohio Street' and 'Dark Sky over Martinborough' for discussion as agenda items 9.1 and 9.2 respectively.

*(Moved Cr Colenso/Seconded Roy)*

Carried

#### 1. APOLOGIES

*MCB RESOLVED (MCB 2017/81)* to receive apologies from Mayor Viv Napier, Cr Pip Maynard and Fiona Beattie.

*(Moved Cornelissen/Seconded Cr Colenso)*

Carried

#### 2. CONFLICTS OF INTEREST

Mrs Cornelissen declared a conflict of interest with agenda items 8.2 'Naming of Dublin Street West and New York Street West' and 6.8 'Draft Terms of Reference for Considine Park Committee'. Deputy Chair Victoria Read would chair these items.

#### 3. PUBLIC PARTICIPATION

3.1 The Rotary Club of South Wairarapa

Mr Bushell with support from Mr Grigor provided advice to members about the Martinborough Fairs in February and March 2018. They wanted to give the Board a chance to ask any questions they have around the fairs. The Rotary Club would work closely with the towns voluntary groups who provide parking and ensure that the formed footpath on Princess Street, from Venice to

Dublin Street, is blocked off to prevent damage. Mrs Cornelissen advised them that there is a movement to be plastic bag free in Martinborough and Rotary will investigate that for the future. Rotary were meeting with City Care to ensure rubbish removal ran smoothly and were investigating alternative options such as recycling.

### 3.2 Wairarapa REAP

Mrs Shepherd with support from Mr Shepherd came to provide information and to give a greater understanding of the kaupapa (purpose) and principles of the White Ribbon Riders in support of their application for funding on behalf of the White Ribbon Riders. White Ribbon Riders were visiting schools in Featherston and Masterton this trip, but would like to engage with all schools in the future.

## 4. ACTIONS FROM PUBLIC PARTICIPATION

### 4.1 The Rotary Club of South Wairarapa

Mrs Cornelissen would liaise with Boomerang Bags to see if they would be interested in a free stall at the Martinborough Fairs.

### 4.2 Wairarapa REAP

The application for financial assistance would be considered under agenda item 6.5.

## 5. COMMUNITY BOARD MINUTES

### 5.1 Martinborough Community Board Minutes – 28 August 2017

*MCB RESOLVED (MCB 2017/82)* that the minutes of the Martinborough Community Board meeting held on 28 August 2017 be received and confirmed as a true and correct record.

*(Moved Cornelissen/Seconded Roy)*

Carried

## 6. CHIEF EXECUTIVE AND STAFF REPORTS

### 6.1 Officers' Report to Community Boards

Mr Crimp provided clarification on the Chief Executive Group (CEG) and where the process sits at present between Council and NZTA regarding the Waihenga Bridge and Jenkins Dip with members.

Members noted that the Waihenga Centre Construction Team met monthly not fortnightly as stated on page 9 of the Officers' Report.

*MCB RESOLVED (MCB 2017/83):*

1. To receive the Officers' Report.

*(Moved Cr Colenso/Seconded Cornelissen)*

Carried

2. Action 587: Circulate minutes from the Forum on Wairarapa rail services meeting to MCB members; P Crimp

3. Action 588: Liaise with GWRC to see if the indicator that used to be on their graphs showing when a bridge will close can be reinstated on their website; M Allingham

## 6.2 Action Items Report

Mrs Cornelissen undertook to investigate the timing of Beautiful Towns and Cities Awards applications and recommend a year in which to apply.

*MCB RESOLVED (MCB 2017/84):*

1. To receive the Action Items Report.

*(Moved Read/Seconded Cr Colenso)*

Carried

## 6.3 Income and Expenditure Report

*MCB RESOLVED (MCB 2017/85):*

1. To receive the draft Income and Expenditure Statement for the period 1 July 2017 to 31 August 2017.

*(Moved Cornelissen/Seconded Read)*

Carried

## 6.4 Schedule of Ordinary Meetings

*MCB RESOLVED (MCB 2017/86):*

1. To receive the Schedule of Ordinary Meetings Report.
2. To adopt the schedule of meetings and set a regular meeting time of 6.30pm.

*(Moved Cr Colenso/Seconded Cornelissen)*

Carried

## 6.5 Applications for Financial Assistance.

*MCB RESOLVED (MCB 2017/87):*

1. To receive the Applications for Financial Assistance Report.
2. To grant \$653 to Martinborough Junior Hockey for the Martinborough Community Guy Fawkes Event.
3. To write a letter to Mrs Shepherd regretfully declining this application and inviting the White Ribbon Riders to apply in the future and to visit Kuranui College and Martinborough ward schools.

*(Moved Read/Seconded Roy)*

Carried

4. Action 589: Add supporting Matariki vs Guy Fawkes to the workshop agenda; Lisa Cornelissen

## 6.6 Health and Safety of Volunteers Report

Mr Crimp advised the report had been delayed and undertook to circulate to members.

## 6.7 Purchase of New Inflatables for Martinborough Swimming Pool Report

Members discussed the report and recommendation options for purchasing the aztec and two octonut inflatables. Members agreed that with free swimming for all children this season these would be of benefit for the pool and the wider community.

*MCB RESOLVED (MCB 2017/88):*

1. To receive the Purchase of New Inflatables for Martinborough Swimming Pool Report.
2. To purchase two octonut inflatables using \$1,500 from the sale of the inflatable slide.
3. To purchase the aztec inflatable using \$500 from the sale of the inflatable slide and a further \$2,400 from Pain Farm funds; subject to confirmation that it can fit in the pool with sufficient room for lane swimming and be easily inflated and deflated.

*(Moved Cr Colenso/Seconded Read)*

Carried

6.8 Draft Terms of Reference for Considine Park Committee Report

Mrs Cornelissen vacated the chair.

Ms Read assumed the chair.

Members discussed the report and membership.

*MCB RESOLVED (MCB 2017/89):*

1. To receive the Draft Terms of Reference for Considine Park Committee Report.
2. To adopt the Draft Terms of Reference for Considine Park Committee.

*(Moved Read/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 workshop report.

*MCB RESOLVED (MCB 2017/90):*

1. To receive the Chair's Report

*(Moved Cornelissen/Seconded Read)*

Carried

2. To receive the workshop report.

*(Moved Cornelissen/Seconded Roy)*

Carried

*MCB RESOLVED (MCB 2017/91):*

1. That the following list of top priorities for footpaths be costed individually and the information provided to the Board including information and costs on the best options to resolve the triangular garden on the corner of Texas and Strasbourne Street.
  - a) Roberts Street - as per the plan Mrs Cornelissen will email directly to M Allingham. Kerb and channel and full footpath up to property boundaries to run from 9 Roberts to the corner with Dublin Street inclusive. Note that the grass

in front of the old Manse remains but kerb and channel required.

- b) Texas Street - new footpath to allow access to the Waihinga Centre from the Square finishing at the triangular garden - as per the Waihinga Centre Plans.
- c) Resurface Suez between Oxford and Naples including upgrading the crossing on the corner of Suez and Naples.
- d) Some form of metal plate or other solution to improve the Kansas Street crossing by the Pukemanu to enable safer wheelchair crossing.
- e) Resurface Suez between Oxford and Strasbourge including upgrading the crossing on the corner of Oxford and Suez.

*(Moved Cornelissen/Seconded Read)*

Carried

*MCB RESOLVED (MCB 2017/92):*

1. That MCB write to SWDC requesting that remedial work is undertaken urgently on the raised crossing on Texas Street, between P&K car park and Hotel, to ensure it is safe and accessible and that this work is completed from SWDC budgets.

*(Moved Read/Seconded Cr Colenso)*

Carried

2. Action 590: In light of complaints from wheelchair users complete an investigation into the engineering of the raised crossing on Texas Street between P&K car park and the Martinborough Hotel; M Allingham

*MCB RESOLVED (MCB 2017/93):*

1. That the following information from the Pain Farm inspector and from Council officers (house and cottage) is requested for future Pain Farm Estate reporting:
  - a) Farm – list and condition of infrastructure including fences, tracks and farm buildings.
  - b) Farm – condition of pasture including fertiliser usage and pasture rotation.
  - c) Farm – what kind of checks are in place at the end or renewal of the farm lease to make sure obligations on both sides have been met.
  - d) House and Cottage – the condition of the house and cottage outlining likely costs to be incurred over the next 10 years.

*(Moved Cornelissen/Seconded Read)*

Carried

*MCB RESOLVED (MCB 2017/94):*

1. That given the cost of replacement and uncertainty of how long lights will last not to replace the fairy lights.

*(Moved Read/Seconded Cr Colenso)*

Carried

2. Action 591: Review the Martinborough Square Development Plan and Martinborough survey results to formulate a list of opportunities for improving the Square within existing budgets

and Plan restrictions taking into consideration the Dark Sky application to use down lights not up lights; Lisa Cornelissen

8.2 Naming of Dublin Street West and New York Street West

Mrs Cornelissen vacated the chair.

Ms Read assumed the chair.

The Community Board discussed what Cr Colenso had discovered in her discussions with emergency services. Ms Read and Mrs Cornelissen advised there are no rapid numbers on Dublin Street West. All agreed that directional street names like north, south, east and west should not be used by Council.

*MCB RESOLVED (MCB 2017/95):*

1. To recommend to Council to look at changing the street names of Dublin Street West and New York Street West by undertaking a consultation process under the Local Government Act including potential street names.
2. To note that the current names do not meet Council's Naming of Public and Private Roads and Rights of Way Policy.
3. That communication of this decision be made to previous submitters.

*(Moved Read/Seconded Roy)*

Carried

Ms Read vacated the chair.

Mrs Cornelissen assumed the chair.

8.3 Long Term Plan

This was not discussed.

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

9.1 Greater Wellington Regional Council (GWRC) Bus Shelter on Ohio Street Report

Cr Colenso spoke to her report and advised members of the information she had discovered in discussions with GWRC who have responsibility for the bus shelter including funds available for work.

*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 to the next MCB workshop.

*(Moved Cornelissen/Seconded Roy)*

Carried



9.2 Dark Sky over Martinborough report  
Cr Colenso spoke to her report on Martinborough and the surrounding district seeking recognition as the next International Starlight Village and the supporters' application to the International Dark Sky Association.

*MCB RESOLVED (MCB 2017/97)*

1. To receive the Dark Sky over Martinborough Report.
2. To write a letter to Mr Kershaw in support of the application to the International Dark Sky Association.

*(Moved Cornelissen/Seconded Roy)*

Carried

## **10. CORRESPONDENCE**

### 10.1 Inwards

From Peter Couchman, Martinborough Business Association, to Lisa Cornelissen, Martinborough Community Board, dated 28 August 2017.  
From Victim Support, to Lisa Cornelissen, Martinborough Community Board, dated 5 September 2017

*MCB RESOLVED (MCB 2017/98)* to receive the inwards correspondence.

*(Moved Roy/Seconded Cornelissen)*

Carried

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

# MARTINBOROUGH COMMUNITY BOARD

22 NOVEMBER 2017

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## AGENDA ITEM 6.1

### OFFICERS' REPORT

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#### **Purpose of Report**

To report to Council on general activities.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report.*

### CHIEF EXECUTIVE

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

Finalisation of the 2016/17 Annual Report is progressing to plan, and was adopted on the 25 October 2017. The audit team have completed their field work, and final matters are being resolved. As is usual these days, only minor matters have been raised through the audit process, this is testament to the systems and processes we have in place, particularly in Jennie and Kyra's teams, but also including the more onerous requirements placed on us in the three waters space, Lawrence's team.

The recent SOLGM conference held in Rotorua provided some useful thoughts as we continue with our Long Term Plan preparations. The theme "Today: Tomorrow Transforming today's vision into tomorrow's reality" is quite pertinent given our current approach.

One of "Today's vision's" nearly ten years ago was the Waihinga Centre, and this progresses nicely into reality.

## 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 Local Government Commission**

The Local Government Commission released their "Final Proposal For A Wairarapa District Council" on 18 July.

A valid petition has been received and a binding poll will be held closing midday 12 December 2017. It will be good to have this matter resolved one way or the other.

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

### **3.1 Meetings/Conferences**

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

One CE forum was held; topics included NZTA update; City/Region Deal; and a couple of discussions from Wellington Water.

The City Deals involve the devolution of money and powers to a local level (from Central to Local Government on an agreed basis) as well as negotiated bespoke variations to national policies, where local performance could be improved or solutions need to be tailored to local conditions.

Central Government officials are travelling to the UK shortly to observe City Deals in operation, so it would appear there is some commitment to this approach. The Wairarapa Councils will be involved in these discussions, not only through our participation from a regional perspective, but from an individual Wairarapa perspective (which will still need to be as part of the regional initiative).

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

No Mayoral forum was held during the reporting period.

#### **3.1.3. Community Boards**

A further round of Community Board meetings were held.

## **4. Corporate**

### **4.1 Occupational Health and Safety**

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

Attached as appendix 1 is the report for the period.

I have also included some background information as a refresher for councillors. No action is required from this, it is simply an update.

### **4.2 Waihinga Centre/Martinborough Town Hall**

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

Fortnightly construction team meetings continue to be held, ensuring the project is monitored closely. The construction team includes Mayor Napier, Vicky Read (Waihinga Trust / users rep), Max Stevens (Waihinga Trust / user rep), David Borman (SWDC project Manager), Mike Arnopp (Riggs) and

I. The pleasing aspect of this group is we are all working toward a common goal, having an excellent facility for the best price.

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

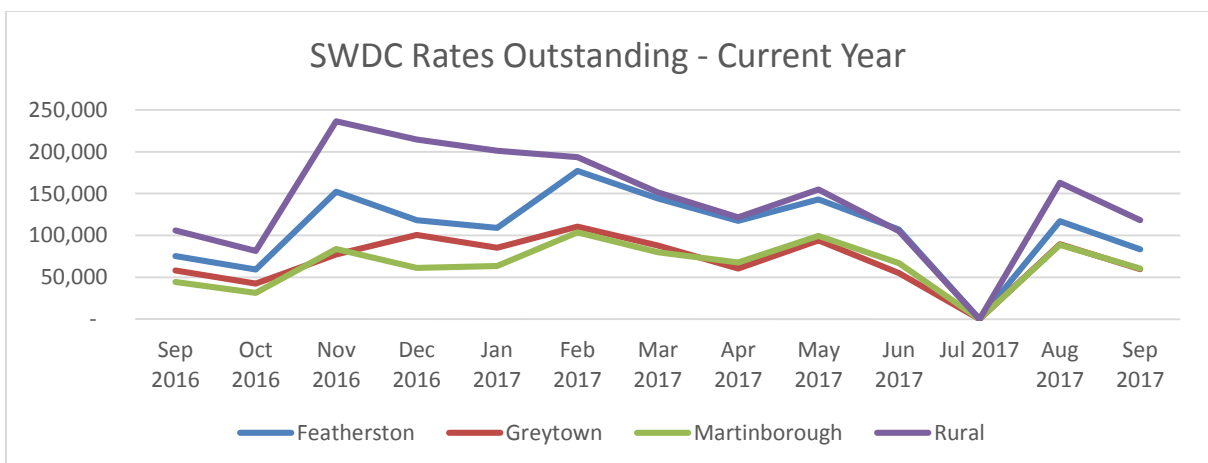
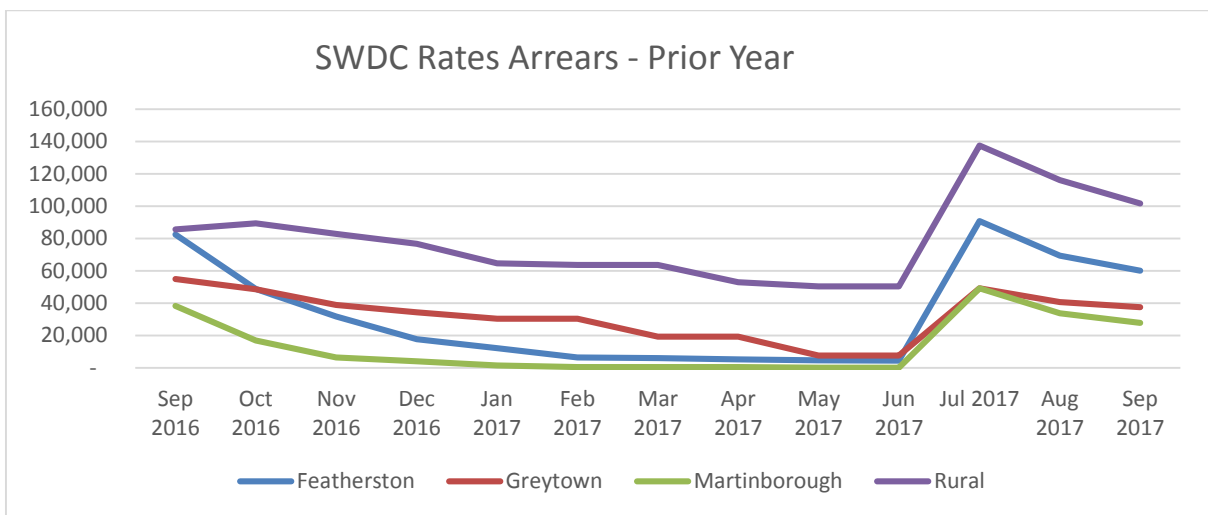
The project is progressing well, and there are no red or even orange flags at this stage.

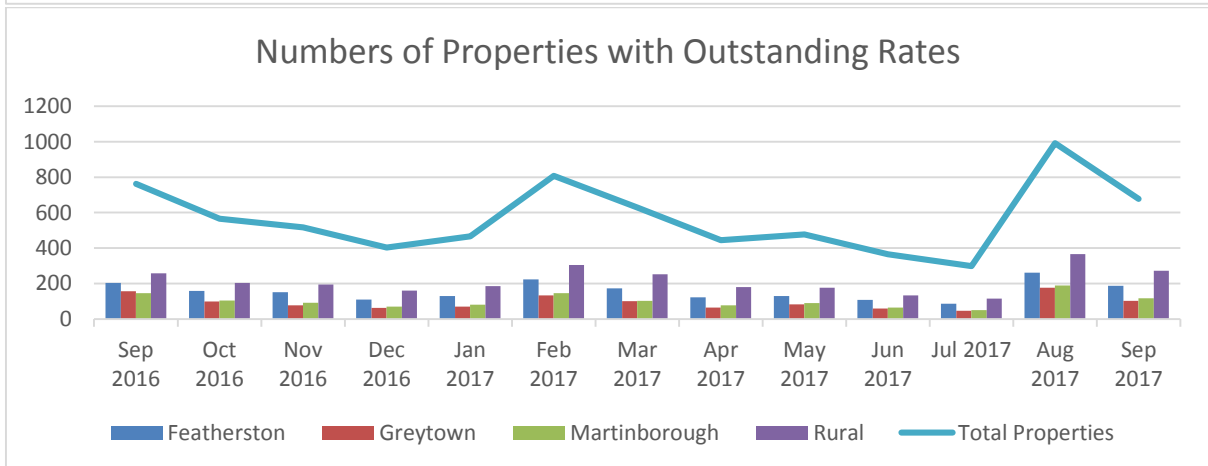
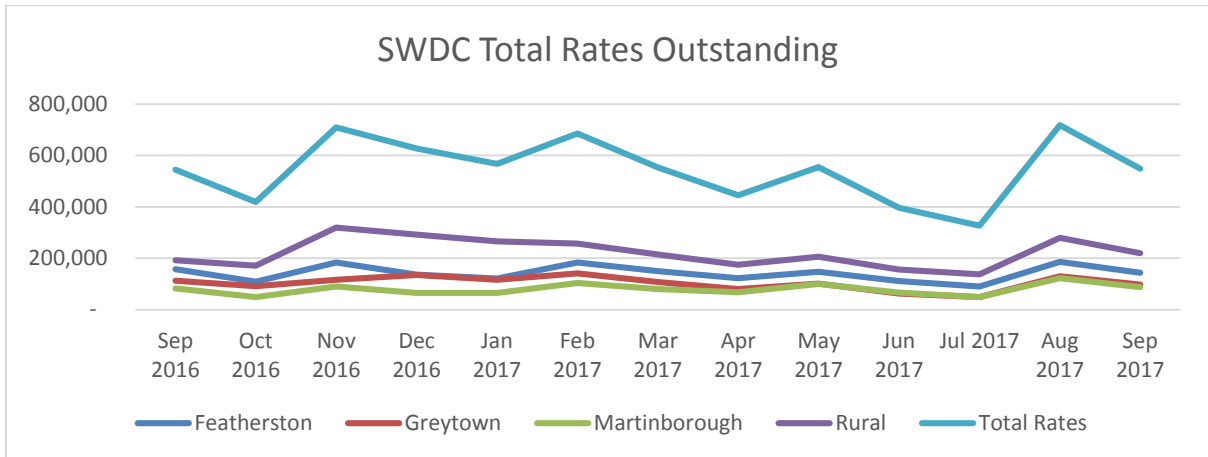
### 4.3 Rates Arrears (Incl. GST)

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

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

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





#### 4.4 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
<b>13 September 17</b>	Collecting a range of data about Municipal Water Supply Bores in NZ.	Details provided.
<b>3 September 17</b>	Method of euthanizing dogs impounded.	Vet by injection.
<b>10 October 17</b>	How much revenue has the council collected annually in fines per financial year, since the 1st July 2013? Please provide the figures in categories for fines relating to vehicles, noise, animals and other matters.	
<b>11 October 17</b>	Details as to funding spent on legal services including in-house legal team.	

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 – Waiinga Centre Financial Summary

Contact Officer: Paul Crimp, Chief Executive Officer

# **Appendix 1 – Waihinga Centre Financial Summary**

**SWDC**  
**Waiinga Centre**  
**Project forecast - Actuals to August 2017**

Per Council decision 18.1.2017

\$ 5,132,010

<u>Made up as follows:</u>	Budget	Invoiced to 31.8.2017	Invoices to come	Forecast spend
<b>Rigg Zschokke Construction Contract</b>	4,223,709	488,543	3,735,166	4,223,709
Rigg Zschokke Agreed Variations*		34,383	28,089	62,472
		<u>522,926</u>	<u>3,763,255</u>	<u>4,286,181</u>
<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		
		<u>509,459</u>	-	<u>509,459</u>
<b>Other fees to Jan-17 (including SGL, QS)</b>	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	-	<u>268,343</u>
<b>Architect &amp; Engineer construction monitoring</b>	80,000			
Holmes Consulting - Construction Monitoring		32,397	15,103	
Warren and Mahoney - Site Monitoring		22,933	18,067	
Warren and Mahoney - Variations*		11,578		
		<u>66,907</u>	<u>33,170</u>	<u>100,078</u>
<b>Development &amp; Design Variations**</b>		69,504	12,531	82,034
<b>QS Services to completion</b>	50,000			
Venture Consulting		5,000	25,000	
Clendon Burns & Park		13,438	3,562	
		<u>18,438</u>	<u>28,562</u>	<u>47,000</u>
<b>Budgeted Core costs</b>	5,132,010			
Plus Contingency	200,000			162,084
<b>Overall budget</b>	<b>\$ 5,332,010</b>	1,455,576	3,837,518	<b>\$ 5,294,094</b>

**\*Construction Variations to date:**

	Invoiced to 31.8.2017	Invoices to come	Forecast spend
<b>Rigg Zschokke</b>			
Removal of asbestos	7,310		
Insurance obtained directly		(20,000)	
JLT Insurance	20,108		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room		7,500	
Replace ceiling joists supper room		2,500	
Temporary structural support		9,500	
Concrete under existing foundation		1,000	
Site concrete under existing beams		500	
Supper room lintel beams		500	
Supper room framing connection to external wall		1,000	
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		5,000	
Supper room brick wall connections		1,000	
Toilet to back of house		3,704	
Delete recessed floors to toilets, tiles to floor		(1,000)	
Foundation and wall plaster where chimney removed		2,000	
Holmes Construction issue		4,000	
Foundation beam kitchen		3,885	
	<u>34,383</u>	<u>28,089</u>	<u>62,472</u>
<b>Warren and Mahoney</b>			
Alternative cladding product (Rodeca)	10,678		
Additional monitoring costs		6,000	
Revision re additional toilet	900		17,578
JNL and Other Savings	To be confirmed		

**\*\*Development & Design Variations:**

SGL	5,500		
Engeo Geotech	11,460	1,380	
Holmes Consulting - Design & Fire	8,475		
HVAC Design	2,515	6,150	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	36,554	5,001	
	<u>69,504</u>	<u>12,531</u>	<u>82,034</u>

**Net cost/(savings) from Variations:**

**162,084**



# 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	75%	92%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have been working with the 3 Councils to establish which data is recorded and how it is stored so as to enable effective reporting against AER's in WCDP. A draft monitoring strategy has been completed and comments passed back to the consultants undertaking the work.

Council's consultant arborist and Council Planner have been working their way through the existing scheduled trees list in the WCDP, doing a reassessment of each tree. This reassessment will form a key basis for any decision to remove/retain each tree in the schedule, with landowner preference being the other critical factor.

This work has to date taken over 3 full weeks in the field. The only outstanding trees are those in remote rural locations. These should be reviewed over the next 2-3 weeks.

There has been some comment in the Featherston Phoenix about the effect of protected tree status which while partly accurate, does not present the full story. A brief press release outlining the actual effects of a schedule listing will be supplied to the Phoenix so that it can hopefully be published.

The Greytown Tree Advisory Group is still working on its submission on trees to be scheduled, they now expect to make it available in early November.

If this list is substantial, site visits to assess the recommended trees (by Councils consultant arborist and Council planner) will take some time to complete (perhaps some weeks).

We are still on time (just) to be able to present a plan change to Council in December, but if there are delays because of the scope of the TAG's proposals, it is possible it will have to go to the February 2018 Council meeting for consideration.

### 1.1 Resource Management Act - Consents

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	46/46 RCA's completed within statutory timeframe. NCS.
s.223 certificates issued within 10 working days	100%	88%	15/17 s223's completed within statutory time frame. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	15/15 s224's completed within Councils timeframes. NCS.

Council received 26 resource consent applications between 1<sup>st</sup> September and 30<sup>th</sup> September 2017. We continue to contract out applications to keep this workload under partial control.

Officers provide detailed information on resource consents as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

### 1.2 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	0	It is not anticipated that any updates will be undertaken this year as the RMP's are current and appropriate.

### 1.3 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
Non-urgent LIMs are processed within 10 days	100%	100%	G:\LIMS

We have been having a few difficulties with applications for LIMs. Applicants are looking up forms on the internet and the search engines are pulling up old forms with incorrect requests for applicant information and fees.

Applicants should go to the SWDC website for this information which has the correct forms and charges, however users of search engines do not understand this.

When the wrong form and fees are used, this causes administrative issues because staff then have to ask for a re-submitted correct form and of course, a corrected fee from the applicant. Correcting both of these matters causes "some grief" for applicants and for staff. Other Councils face the same problem, which is a systematic issue with the search engines and user choices, not Council.

The number of LIMs lodged has fallen in the first quarter of the year relative to last year. This seems to reflect the slow-down through that period in the property market. According to Real Estate companies the pressure around sales has subsided but the market is still active.

Our figures tend to support a slower period as the biggest fall off is in "urgent" LIMs; non-urgent are at 86% while urgent are at 60% of last year.

To confuse the data slightly, for September standard LIMs are ahead of last year (plus 14%), but urgent are at 40%. Whether these changes persist will be a truer measure of a shift in the residential market.

TYPE	YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PREVIOUS YTD 1 JULY 2016 TO 30 SEPTEMBER 2016	PERIOD 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017	PREVIOUS PERIOD 1 SEPTEMBER 2016 TO 30 SEPTEMBER 2016
Standard LIMs (Processed within 10 working days)	50	58	24	21
Urgent LIMs (Processed within 5 working days)	14	23	4	10
<b>Totals</b>	<b>64</b>	<b>81</b>	<b>28</b>	<b>31</b>

## 2. Public Protection

### 2.1 Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	97.27%	NCS – Continued monitoring of processing days. 107 of 110 CCC's were issued within 20WD. NCS status error caused incorrect report data.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days. 126 of 126 consents were issued within 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next IANZ review set for January 2018. Council was re-accredited in January 2016.
Council inspects new building works to ensure compliance with the BC issued for the work, BWOFS and Swimming Pools	Yes	Yes	Council are currently inspecting all work to insure compliance for the building consents. <b>BWOFS</b> – Total 169 - Required 3 audits a month. 4 audited in September. <b>Swimming Pools</b> – Total 279 - Required 8 audits a month. 4 audited in September
Earthquake prone buildings reports received	90%	64.62 %	Previous figures from the old legislation: 148 of 229 known premises had been addressed.  Under the new legislation, Council is required to identify potential Earthquake Prone Buildings (EQP). The new methodology may change the total amounts of the potential EQP Buildings in the South Wairarapa. Staff and consultants are in the process of reassessing which buildings should on the register. The outcome of these assessments may exclude some new

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
			buildings along with those previously thought to be EQP. The review is approximately 60% complete.

Building consent operations have been under some pressure in recent times due to the absence of staff for annual, sick and maternity leave, but also because of workloads. This situation has increased our reliance on contractors to process consents. Additional resources have been brought in to ensure we continue to meet statutory deadlines for processing of building consents. The available qualified staff have in the meantime been directed onto field work so that we can keep up with inspections and not cause undue delays for the building trades onsite. By late October we expect to have all staff back on board.

Work on swimming pools and BWOFF's has slowed through this period because of the staff absences with the officer involved providing office coverage for enquiries instead.

<b>TYPE</b>	<b>NUMBER</b>	<b>VALUE</b>
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	231,200
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	6	203,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	29	5,422,226
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	2	102,000
<b>Totals</b>	<b>39</b>	<b>\$5,958,426</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.*

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	Programme will be undertaken once staffing matters resolved.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 51/51
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	100%	No attacks on people or stock however 2 attacks on pets were reported during this period

INCIDENTS REPORTED 1 SEPT 17 – 30 SEP 17	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	-	-	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking and whining	-	-	-
Lost Dogs	2	-	1
Found Dogs	2	-	1
Rushing Aggressive	-	1	-
Wandering	5	3	3
Welfare	-	-	-
Fouling	-	-	-
<b>Total</b>	<b>9</b>	<b>4</b>	<b>5</b>

A request for a review of an Officer decision to declare a dog dangerous under the Dog Control Act has been made. Due to availability issues for various parties involved, this hearing has been delayed, but is now likely to take place in the first or second week of November. Council's hearings committee will consider the review request. The particular case is complex and has already been subject to judicial decisions at the District Court.

### 2.3 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 2 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%	100%	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 1 incident (previously reported)

INCIDENTS REPORTED	TOTAL (1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017)
Stock	0

## 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%	100%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

Activity levels to date are lower than for last year, as is shown in the following table. The cause of this variation is unclear from the data, but may reflect the lack of clear dry weather so far this spring. Better weather tends to bring people outdoors for events which in turn gives rise to noise complaints.

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PREVIOUS YTD 1 JULY 2016 TO 30 SEPTEMBER 2016	PERIOD 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017	PREVIOUS PERIOD 1 SEPTEMBER 2016 TO 30 SEPTEMBER 2016
Total	13	22	3	4

## 2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	22.6%	There are 31 premises that are high or medium risk. Of these, 7 have been inspected. The premises yet to be inspected have been scheduled to have an unannounced compliance check during the 2017/18 reporting period.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	0%	The CLEG is yet to meet this year to agree the programme.

Over the last few months there have been a number of interpretative issues arising from the implementation of the Sale and Supply of Alcohol Act. These have mainly been around the supply of alcohol at events and re-licencing processes.

We have sought legal advice in relation to these matters. That advice has generally indicated that the Licencing Inspectors have correctly used and interpreted the Act and in some cases, adopted usages that while not specifically provided for in the Act, are practical and legally sustainable.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2017 TO 30 SEPTEMBER 2017	PREVIOUS YTD 1 JULY 2016 TO 30 SEPTEMBER 2016	PERIOD 1 SEPTEMBER 2017 TO 30 SEPTEMBER 2017	PREVIOUS PERIOD 1 SEPTEMBER 2016 TO 30 SEPTEMBER 2016
On Licence	4	4	1	1
Off Licence	2	7	1	3
Club Licence	1	3	1	0
Manager's Certificate	35	31	10	8
Special Licence	10	10	2	4
Temporary Authority	0	0	0	0
<b>Total</b>	<b>52</b>	<b>55</b>	<b>15</b>	<b>16</b>

These types of issues can arise at any time particularly with relatively new legislation, and staff have tried to accommodate alternate views where that is practicable and legal.

However these problems have resulted in views being expressed that the Council is not acting reasonably and is wrong. There is little that can be done to address those opinions other than by obtaining and having and making available the independent legal advice in support of Councils licencing inspector's position, which we do.

The Chair of the District Licencing Committee (Mrs Julie Riddell) has also been kept fully informed of these matters so that she can when, determining applications under the Act, take account of them if raised by a party such as the applicant or Police or Medical Officer of Health.

## 2.6 Health Act - Safe Food

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

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

## 2.7 Bylaws

From 1 Sept 2017 to 30 Sept 2017, one notice was issued relating to trees and hedges obstructing a public place. There were no complaints relating to litter. Three abandoned vehicle complaints were received and dealt with.

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

### 3. Group Manager highlights

The month has been spent with the Office of the Auditor General's Audit on the Annual report and the preparation of the Long Term plan.

The tender for the Transport Professional Services was awarded to Calibre Consulting under the New Zealand Transport Agency's (NZTA) procurement rules and SWDC's procurement guidelines. Ben Turner, Engineering Officer has joined the council in the transport area to add to council's capabilities and allow for greater customer contact.

The Asset Management Plans are being reviewed which need to be cognisant of the changed landscape in transport with other active modes of travel (walking, cycling horses etc.) being included into the documents. Also the future of the Special Purpose Road, Cape Pallier Road, and the inclusion of 50max, One Network Road Classification (ONRC) and other elements of the transport transformations will be included in the Asset Management Plans.

Focus is being applied on customer service and the linkages to emergencies and general works with particular application to post work updates and informing the customer of outcomes.

With the Christmas break rapidly approaching there is also a focus on the aesthetics of the amenities areas and roading spring works including vegetation and unsealed maintenance.

### 4. 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.*

#### 4.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		SEPTEMBER	YTD	SEPTEMBER	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		605		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		98%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%		98%		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.25 per1000 (1 complaint)	1.01 per1000 (4 complaint)	1	4



WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.25 per1000 (1 complaint)	0.25 per1000 (1 complaint)	1	1
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0	0.76 per1000 (3 complaint)	0	3
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	(4/4) 100%	-	4	12
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(1/4) 25%	-	4	12
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	(14/21) (67%)	-	21	57
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	(19/21) 90%	-	21	57
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	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%		

## 4.2 Water supply capital improvements

### 4.2.1 Featherston water supply

Stage 2, the treatment improvement works and commissioning have been completed. To date the plant has been operating well although more recently there have been some issues around bore water turbidity and air ingress which are currently being addressed.

The claim for the remaining subsidy is now under preparation.

### 2.2.2 Water reticulation renewal

Preparatory work for Stage 3 of the renewal contract from the railway line to the plant is now underway and this work is expected to be tendered in early November.

## 4.3 Water treatment plants

The Martinborough plant operated routinely over the period with some replacement of monitoring equipment. The Waiohine plant has been having issues with air as highlighted above, which gives a false reading on the turbidity sensor and interrupts production. This has been covered by storage tank with no interruption of supply

The extended Waiohine water treatment plant has now been commissioned and is in service for Featherston communities. Greytown was supplied from Greytown Bore while a contractor stabilises Bore 1 at Woodside which had deteriorated since construction. This work will at the start of November.

Pirinoa pipeline replacement is due to start this week, with 300m of replacement MDPE pipe being laid. The upgrade is expected to reduce the supply failure rate.

#### 4.4 Water reticulation

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

A large leak on 10 October was caused by a washout of Boar Bush Gully Road. This was isolated and replaced back within the road over two days with a new 40m long section of PE pipe. Pressure fluctuations in the system at the same time are suspected to be the cause of 3 con-current leaks on 11 October. This caused a loss of approximately 500,000L and the contractors worked overnight to repair.

#### 4.5 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory flows. There was 1 account for blockage clearing or no water flow for the Moroa network. None were reported for the Longwood network over the period.

### 5. 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.*

#### 5.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		SEPTEMBER	YTD	SEPTEMBER	YTD
Number of blockages per 1000 connections	<10	1.46per 1000 (6 complaint)	4.38 per1000 (18 complaint)	6	18
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	0.97	0.97 per 1000 connections (4 overflow)	0.97 per 1000 connections (4 overflow)
Attendance time: from notification to arrival on site	< 1 Hr	5/10 (50%)	15/25 (60%)	10	25
Resolution time: from notification to resolution of fault	< 4 Hrs	6/10 (60%)	17/25 (68%)	10	25
% 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	0	0
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.98per 1000 (4 complaint)	1.71per 1000 (7 complaint)	4	7

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		SEPTEMBER	YTD	SEPTEMBER	YTD
No. of complaints per 1000 connections received about sewage system blockages	< 15	1.46per 1000 (6 complaint)	4.38 per1000 (18 complaint)	6	18
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%	10/10 100%	-	10/10 (100%)	88% (22/25)

## 5.2 Waste water treatment plants

### 5.2.1. Capital and consents

#### Featherston waste water consent application

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

Further information obtained through additional in stream data collection in August/September has now been collated and sent to GWRC. Remaining queries around land treatment are currently being addressed and it is expected that the known issues will have been addressed before the end of October. GWRC are then expected to determine consent ability matters prior to public notification which can be expected in November. This is provided that no further questions arise; this cannot be ruled out unfortunately.

#### Staged improvements at Martinborough and Greytown WWTPs

Improvement works at the Martinborough site continue with the plant building construction well underway. However it is clear that the 1 November consent deadline for irrigation to land will not be able to be achieved in full and GWRC has been advised in advance.

At the Greytown site, contractual, design and cost finalisation are under discussion with Water Force NZ and site establishment is expected in the near future.

## 3.3 Operational

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

The equipment failure in July at Martinborough is due to be replaced and the plant has returned to normal operation, though the flows are still high compared to the last few years.

### 5.2.2. Wastewater reticulation

There were 4 pipeline blockages reported during the period.

## 6. Storm water drainage

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

### 6.1 Key Performance Indicators

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

## 7. Solid waste management

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

### 7.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Increase of 11% compared to May 2016	Current average month increased 26% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

### 7.2 Waste management

Routine services have been delivered successfully over the period. The recycling centres operated satisfactorily.

## 8. 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.*

### 8.1 Key Performance Indicators

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

### 8.2 Roading maintenance – Fulton Hogan

Works for September were a continuation of the reinstatement of the network following the July 13 event. Associated costs for the initial response and reinstatement totals approximately \$320,000.

Road stability due to prolonged wet periods are an ongoing issue on Cape Palliser, White Rock and Te Awaiti Roads.

Culverts have been renewed and upsized on Fraters, Moiki and Hikawera Roads.

Road closures during the month were on White Rock Road at Tututurmuri due to flooding, and Ushers Hill due to washouts.

Preseal repairs are ongoing and include the removal of high shoulders in the rural area as positive storm water control and the removal of water ponding on the surface as a hazard.

Maintenance grading of unsealed roads remains a focus while there is moisture present in the pavement.

### 8.3 Other activities

Whittaker Contracting have completed the bridge maintenance contract.

A final variation has been approved to the Cape Palliser Road Whatarangi Cliffs contract.

Reseal design have been submitted for approval by Higgins with an expected start after labour weekend.

Logging operations are present in the district along Dry River, Haurangi, Ponathi and White Rock Roads.

## 9. Amenities

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

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

### 9.1 Key Performance Indicators

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

## 9.2 Parks and Reserves

### 9.2.1. Featherston

The hedge on Underhill Road beside the Card Reserve artificial surface has now been removed, and we are waiting on pricing for stump removal. In the meantime, the Card Reserve Artificial Surface Trust are able to go ahead with replacing the turf. Work is now in progress to trim/remove trees along the SH2 side of Dorset Square and Otairua reserve, as they are getting into the power lines

### 9.2.2. Greytown

The change of codes is underway on the Soldiers' Memorial Park sportsfields, with soccer equipment being removed and the grass length reduced ready for cricket. The soccer goal mouth areas are being re-sown with grass. We have added a chain across the entrance of Kowhai Reserve in East St as there is evidence people have been taking vehicles in there.

### 9.2.3. Martinborough

The long-awaited work to tidy the plantings at the SH53 entrance to Martinborough (Todd's Cutting) is underway. The olive trees are being trimmed away from the power lines and shaped. Most of the hebes along the roadside are coming out – many past their best, and a number killed by overspray from roading weed spraying operations) and replaced. The replanting will commence shortly.

Draft terms of reference for the Considine Park Committee have been submitted to the Martinborough Community Board for their agreement.

## 9.3 Community housing

The Cicely Martin flats in Martinborough six-monthly flat inspections were completed on Wednesday, 20 September 2017. The Burling and Matthews flats in Featherston are due for inspection in early October.

## 9.4 Cemeteries

### 9.4.1. Purchases of burial plots/niches 7 September to 10 October 2017

	Greytown	Featherston	Martinborough
Niche		1	1
In-ground ashes Beam		1	
Burial plot	5		
<b>Total</b>	<b>5</b>	<b>2</b>	<b>1</b>

### 9.4.2. Ashes interments/burials 7 September to 10 October 2017

	Greytown	Featherston	Martinborough
Burial	4		1
Ashes in-ground		1	
Ashes wall			
<b>Total</b>	<b>4</b>	<b>1</b>	<b>1</b>

## 9.5 Property

### 9.5.1. Greytown

Options for the replacement coverings for the tree-pits at Greytown Town Centre have been given to Greytown Community Board for their input. The present pebble mats have worn badly, and some appear to have been deliberately damaged, and more durable replacements are required.

## 9.6 Events

### 9.6.1. Featherston

*Completed events:*

**Modern Maori Quartet** held Thursday, 28 September 2017 – ANZAC hall, Featherston



*Future events:*

**NZ Trio: Exotica and Tapas** (part of Kokomai Creative Festival) being held Saturday, 14 October 2017 – ANZAC hall, Featherston



**The Wine Project & Tell Me My Name** (part of Kokomai Creative Festival) being held Saturday, 21 October 2017 – ANZAC hall, Featherston



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



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

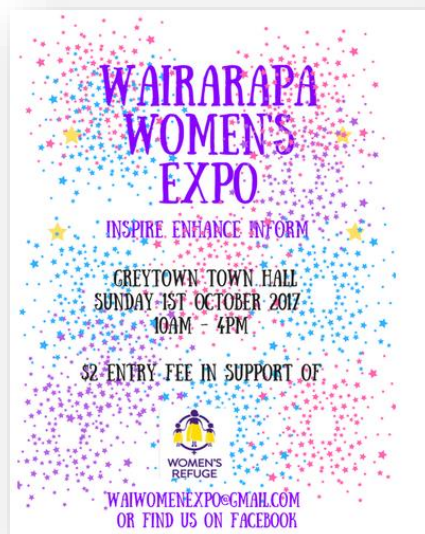


**Featherston 1<sup>st</sup> Fridays** being held from 1 December 2017, 5 January, 2 February & 2 March 2017

### **9.6.2. Greytown**

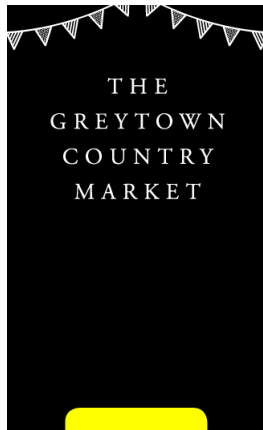
*Completed events:*

**Wairarapa Women's Expo** being held Sunday, 1 October 2017 – Greytown Town Centre, Greytown



*Future events:*

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



**Greytown Christmas Market** being held Saturday 16 December 2017

**Greytown Christmas Parade** being held Saturday 16 December 2017

### **9.6.3. Martinborough**

*Completed events: Nil*

*Future events:*

**Rotary Martinborough Charity Fun Ride** being held Sunday 29 October 2017



**Friends of Martinborough Library – Family Movie Night** being held Friday 3 November 2017

**Martinborough Community Guy Fawkes Display** being held Saturday 4 November 2017



**Toast Martinborough** being held Sunday 19 November 2017



**Te Heke Tuna Ki Onoke Whanau Day** being held Saturday, 28 October 2017 at Lake Ferry Reserve

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

**Pick Your Own Lavender** being held 6-7 January 2018

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



**Rotary Martinborough Fair** being held on Saturday, 3 February and 3 March 2018



## 9.7 Libraries

As part of their school holiday programme, Featherston Library held a very successful soft-toy sleep-over adventure early in October. The toys came to story time with their owners, and then stayed on in the library overnight, with their activities reported on Facebook....





Other activities included craft mornings making bird feeders and Halloween crafts.

Greytown library's holiday programme was Maths is Fun, for children in years 1-8.

Martinborough Library's holiday programme included pet rock painting, wind chime making, competitive chess, and Harry Potter-themed activities including wand making. This leads into the Friends' of Martinborough Library fund-raising event on Saturday 14 October – a Harry Potter evening at the library.



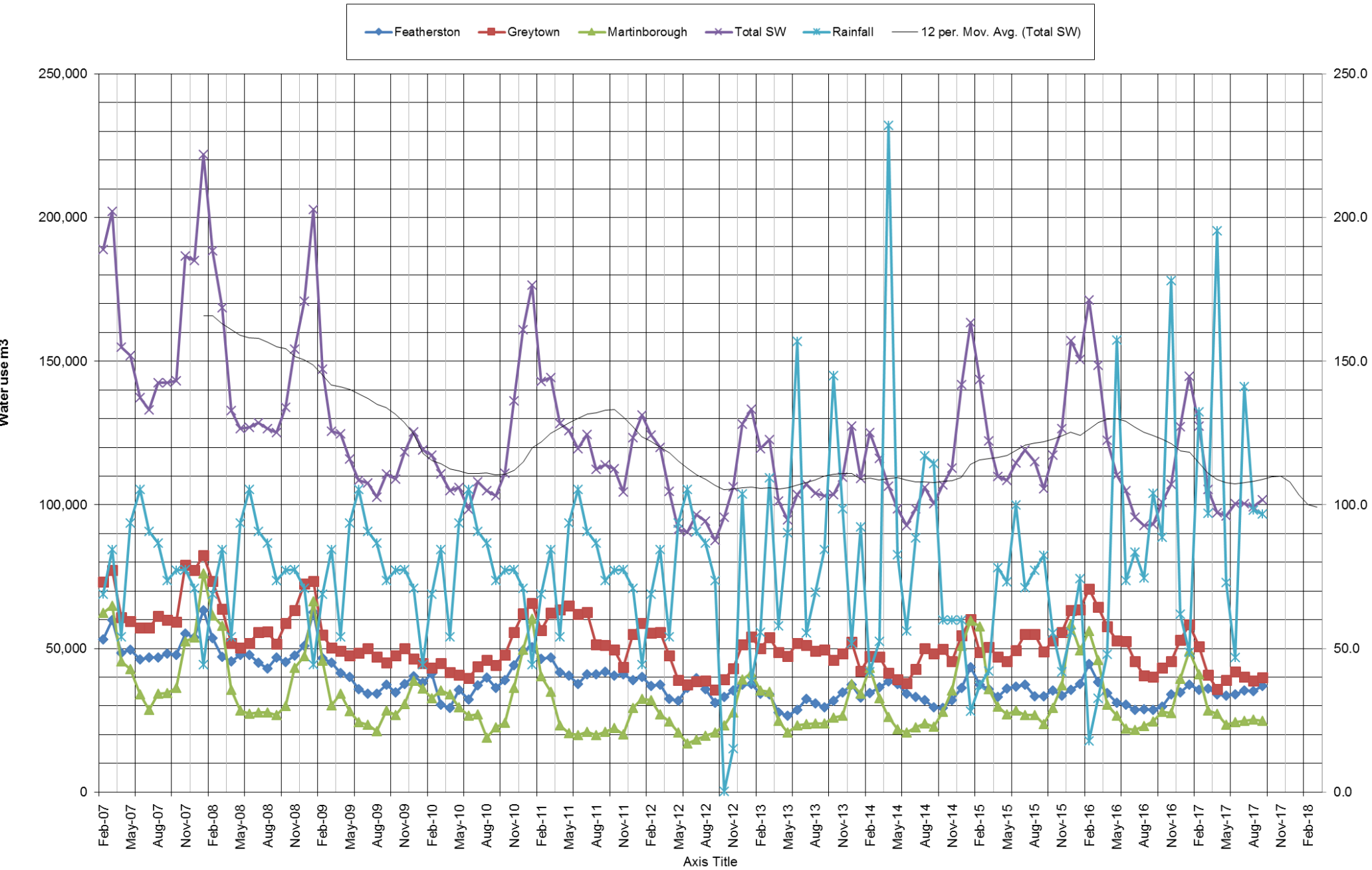
## 10. Appendices

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

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

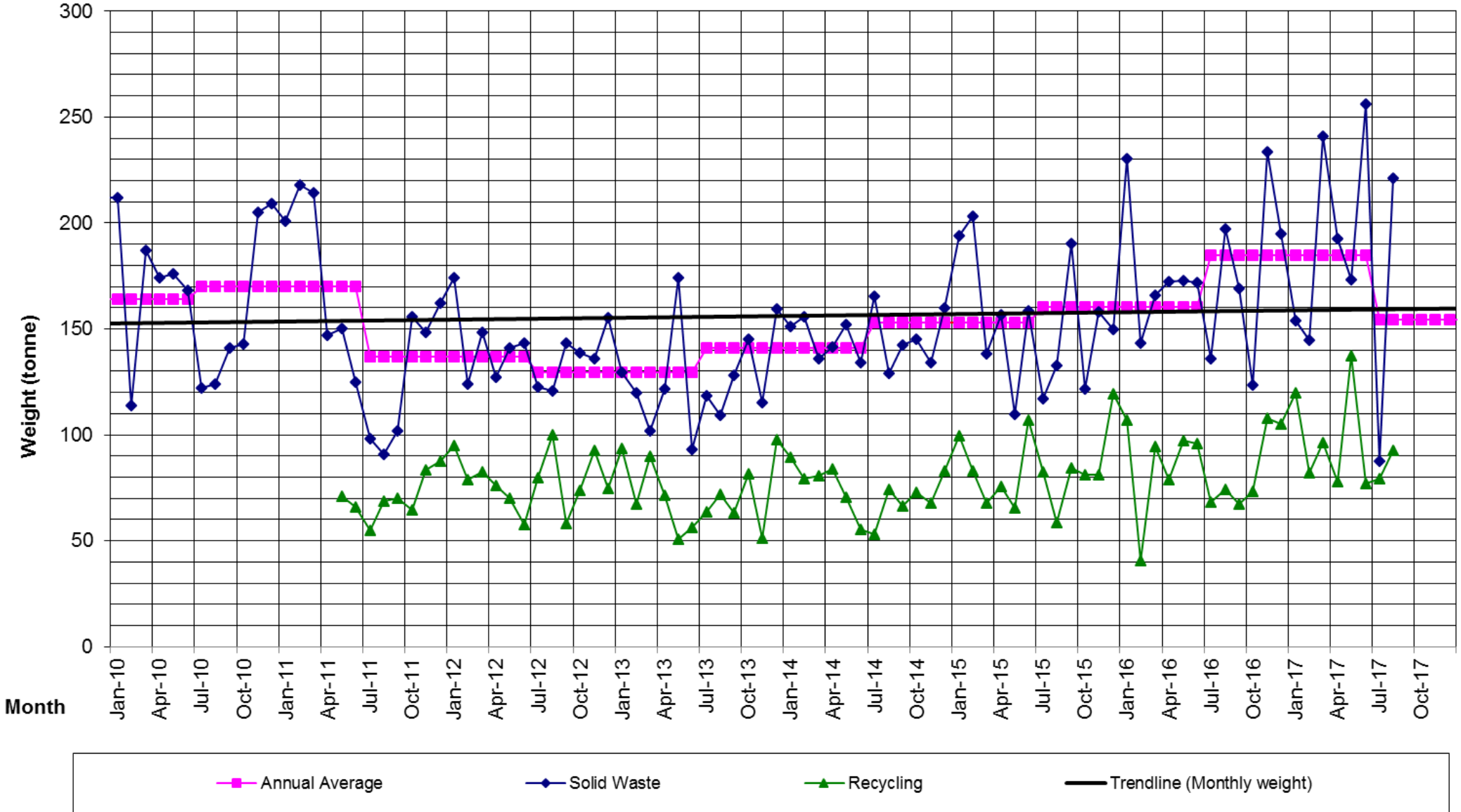
# **Appendix 1 - Monthly water usage**

# Water use South Wairarapa District Council



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

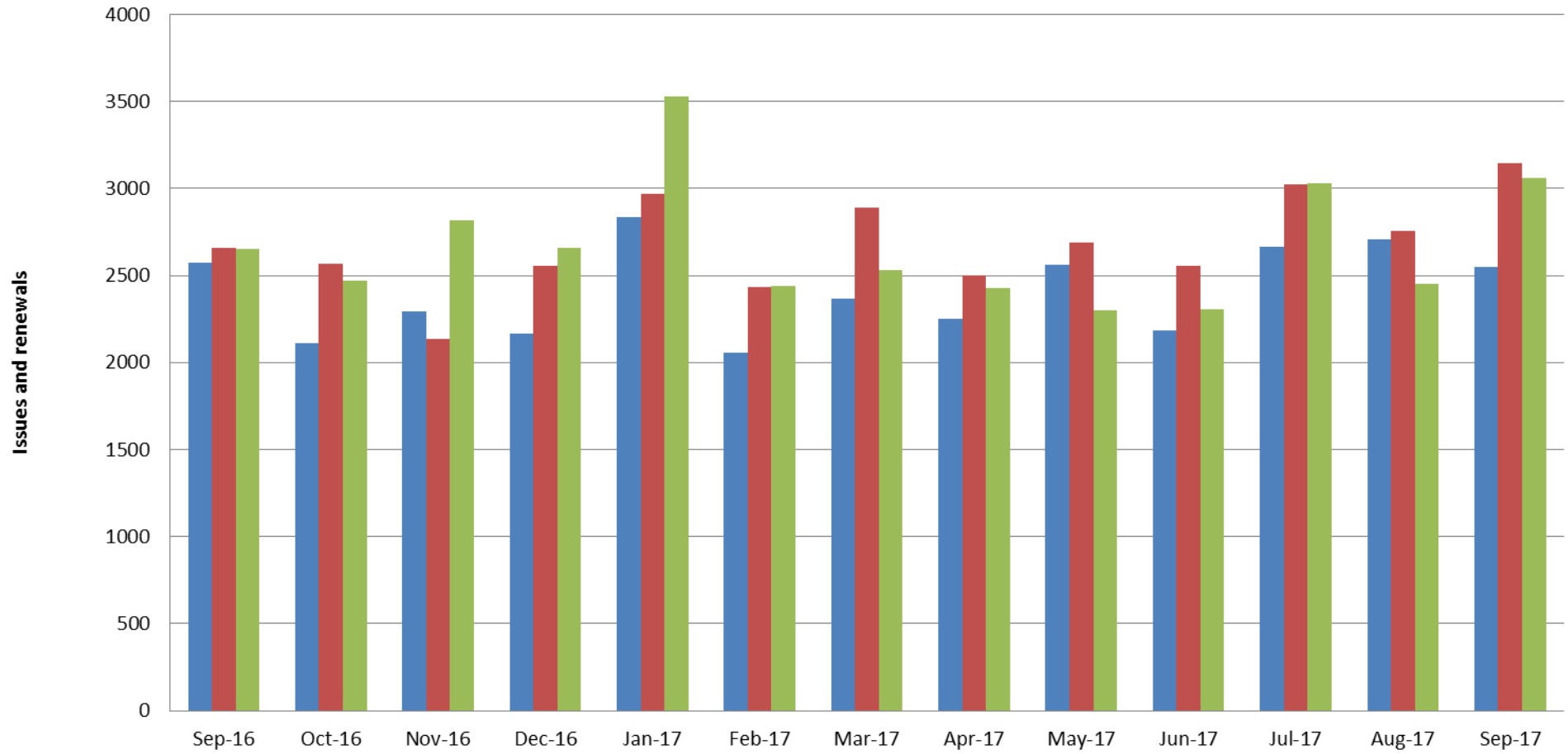
Monthly weight of waste transferred to Bonny Glen





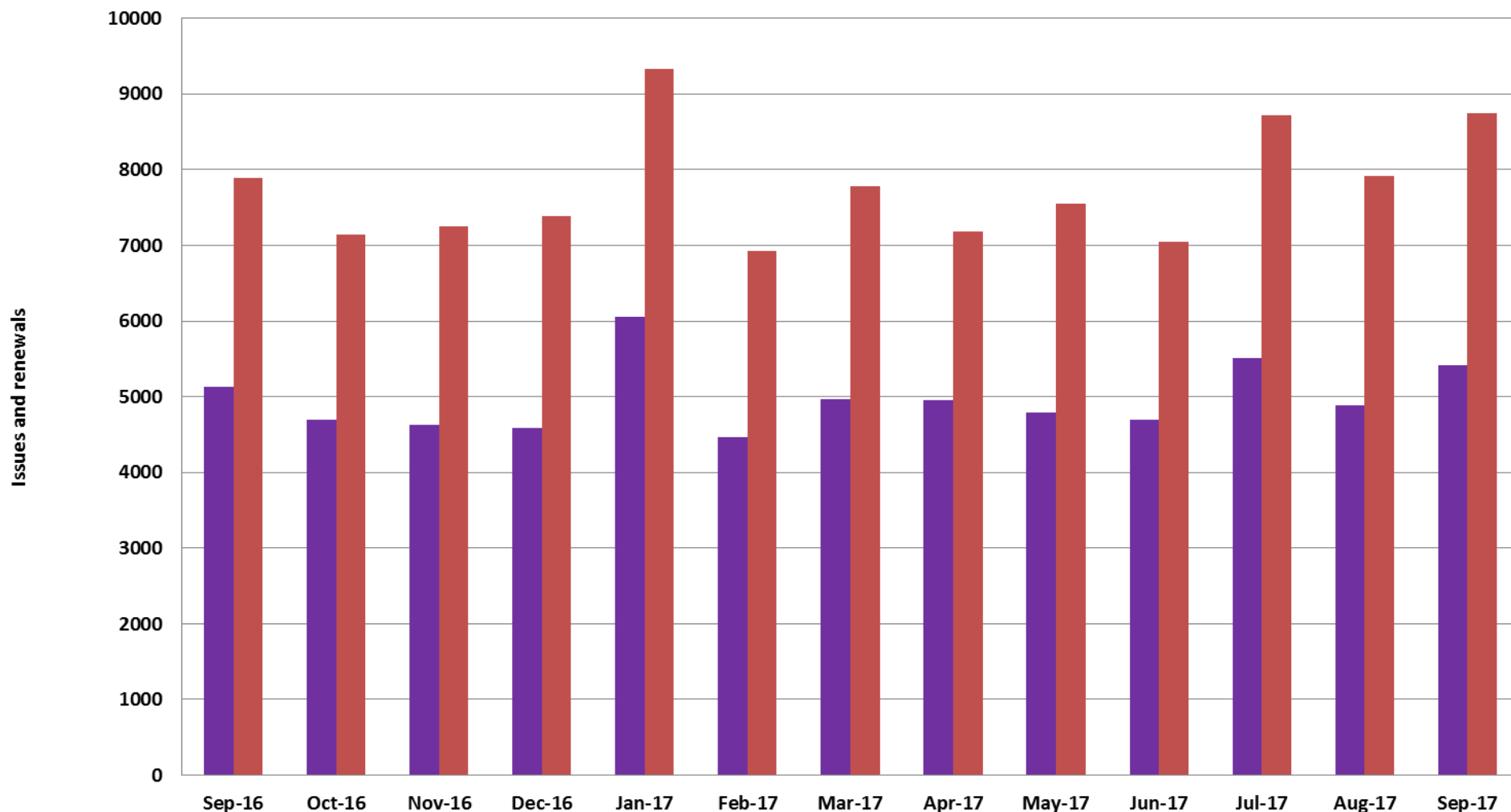
# **Appendix 3 – Library statistics**

## South Wairarapa libraries - issues and renewals to September 2017



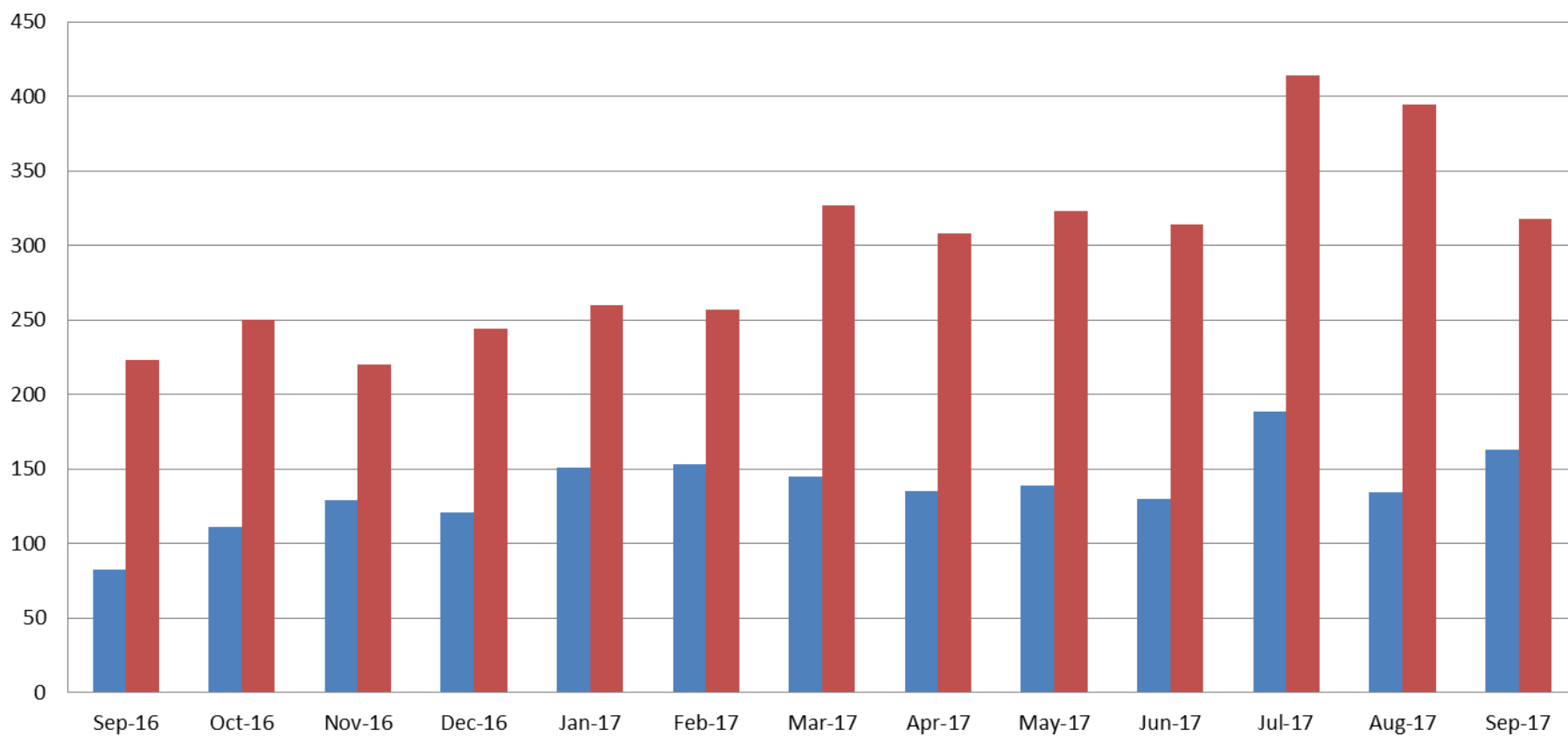
	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
■ Featherston	2574	2113	2296	2167	2836	2057	2369	2254	2563	2186	2663	2707	2550
■ Greytown	2659	2567	2136	2556	2967	2432	2888	2503	2687	2558	3023	2756	3143
■ Martinborough	2654	2467	2819	2661	3526	2442	2529	2427	2302	2306	3027	2451	3058

## Wairarapa Library Service - issues and renewals to September 2017



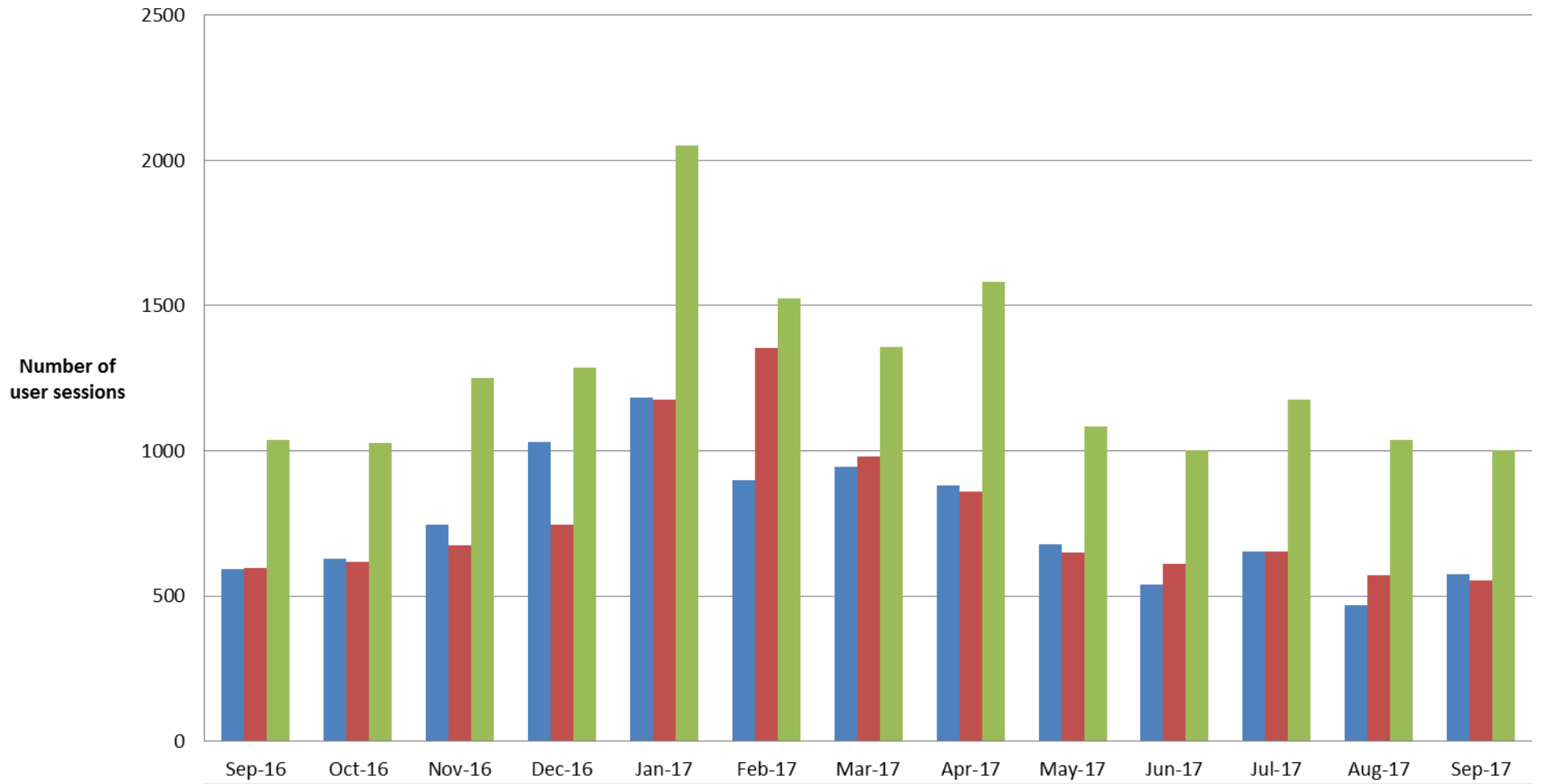
	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
■ Carterton	5126	4698	4629	4586	6051	4468	4972	4951	4794	4694	5505	4887	5422
■ South Wairarapa	7887	7147	7251	7384	9329	6931	7786	7184	7552	7050	8713	7914	8751

## Wairarapa Library Service - audio and e-book issues to September 2017



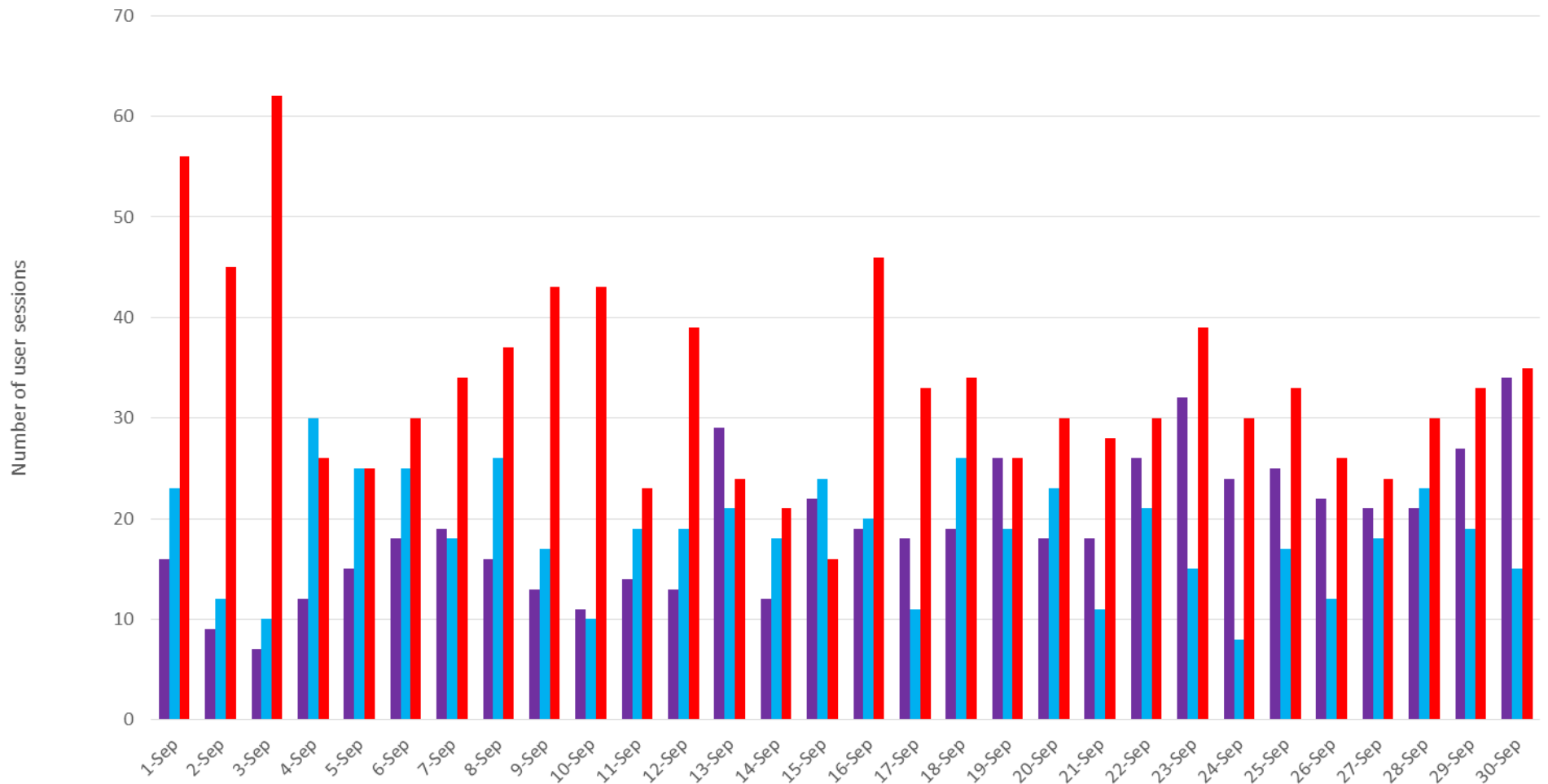
	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
Audiobooks	82	111	129	121	151	153	145	135	139	130	188	134	163
E-books	223	250	220	244	260	257	327	308	323	314	414	394	318

## APNK Wi-fi user sessions to September 2017



	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17
■ Featherston	593	628	745	1030	1183	900	945	882	678	540	655	469	576
■ Greytown	597	617	675	745	1177	1354	979	861	650	610	653	572	555
■ Martinborough	1036	1026	1251	1288	2050	1524	1356	1581	1085	1003	1177	1036	1001

Library wifi user sessions September 2017



	1-Sep	2-Sep	3-Sep	4-Sep	5-Sep	6-Sep	7-Sep	8-Sep	9-Sep	10-Sep	11-Sep	12-Sep	13-Sep	14-Sep	15-Sep	16-Sep	17-Sep	18-Sep	19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	24-Sep	25-Sep	26-Sep	27-Sep	28-Sep	29-Sep	30-Sep
■ Featherston	16	9	7	12	15	18	19	16	13	11	14	13	29	12	22	19	18	19	26	18	18	26	32	24	25	22	21	21	27	34
■ Greytown	23	12	10	30	25	25	18	26	17	10	19	19	21	18	24	20	11	26	19	23	11	21	15	8	17	12	18	23	19	15
■ Martinborough	56	45	62	26	25	30	34	37	43	43	23	39	24	21	16	46	33	34	26	30	28	30	39	30	33	26	24	30	33	35

# MARTINBOROUGH COMMUNITY BOARD

27 NOVEMBER 2017

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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 November 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

# **Appendix 1 – Action Items to 27 November 2017**



Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
415	18-Jul-16	Action	Pam Colenso	Put together a proposal for displaying historic WWI photos, to include costs and timeframes, for the Martinborough Community Board to consider at the 29 August meeting	Open	30/1/17: To meet with Mate Higginson, visited Wairarapa Archives and Waiouru Museum.
209	24-Apr-17	Action	Maree Roy	Write to Gareth Winter and the Martinborough Museum to ascertain interest in assisting with the Poppy Road Signs Project and whether they could assist in providing the needed information	Open	29/5/17: Research under way, considering Jellico, Kitchener, Robert, French Streets and Martinborough Square.
213	24-Apr-17	Action	Paul	Provide a report on Health and Safety requirements to enable use of volunteers on SWDC land to achieve community goals	Open	
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	
279	29-May-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/44): 1. To receive the Beautiful Towns and Cities Awards Report. (Moved Read/Seconded Beattie) Carried 2. To coordinate a nomination for the 2017/2018 Beautiful Towns and Cities Awards and to consider this further in a workshop and the March 2018 Community Board meeting. (Moved Beattie/Seconded Cr Maynard) Carried	Open	Mrs Cornelissen will investigate the timing of Beautiful towns and cities awards applications and recommend a year in which to apply.
281	29-May-17	Resolution	Mark	MCB RESOLVED (MCB 2017/46): 1. To receive the Inflatable Slide and Other Options Report. (Moved Cr Maynard/Seconded Beattie) Carried 2. That a valuation on the inflatable slide be obtained. 3. To agree to the sale of the inflatable slide, following receipt of a valuation, to a pool operator with suitable depth provided that Greytown	Actioned	16/08/17 No basis for valuation, but through discussions with supplier and pool contractor, we have received an offer to purchase from another council. GCB given the first option to purchase, as Greytown Pool has sufficient depth - GCB seeking community response (overwhelmingly favourable to date) and sponsorship in order to purchase. 17/08/17 MCB agreed to sell slide to GCB;

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Community Board are offered the slide first. 4. To agree to the purchase of the Aztec and two Octonuts subject to approval by the Martinborough Community Board should additional funds be required. (Moved Read/Seconded Cr Maynard) Carried		GCB doing funding bids but have agreed to make payment to MCB. Sorting this out with Kyra so Helen can go ahead and purchase the new equipment for Martinborough pool
284	29-May-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/49): 1. To progress the Chorus Cabinet Art and Martinborough footpath walk around inspection in a workshop. 2. That Mrs Beattie would approach someone in the youth community about representation on the Considine Park Committee. (Moved Read/Seconded Roy) Carried	Actioned	Martinborough footpath inspection completed. Chorus Cabinet Art carried forward. Carry forward 284.2. 16/11/17: Chorus have advised that there are no eligible cabinets in Martinborough. Can we add this as a note and mark as complete.
352	17-Jul-17	Resolution	Mark	MCB RESOLVED (MCB 2017/63): 1. To appoint Cr Pam Colenso, Christine Webley, Max Stevens and representatives from the Martinborough Holiday Park, South Wairarapa Pony Club. Martinborough School and Council's Amenities department be appointed to the Considine Park Committee. (Moved Read/Seconded Roy) Carried	Actioned	Noted. Amenities Manager drafting Terms of Reference for the group for submission to MCB meeting 9 October 2017. Add to the first Considine Park Committee agenda remedying the untidy arena area.
357	17-Jul-17	Action	Mark	Provide a comprehensive report outlining what Council did to handle the Martinborough flooding and road closures, what went well, what could be improved and where road closure information can be located by the community	Open	4/9/17: Mark to send through Infrastructure and Planning report on the flooding
367	17-Jul-17	Action	Mark	Progress the Martinborough cycle stand project with Council's Amenities Manager	Actioned	Ms Read has completed her part and now needs to be reallocated to Amenities Manager for checking locations and costs for installation 26/10 Info sent to MCB re costs and locations. Some changes of location recommended by roading which will have to be worked through.
369	17-Jul-17	Action	MCB	Provide a list of the top 10 footpath repairs/new footpaths to the chair so a top 15 list can be compiled	Actioned	4/9/17: MCB to workshop priorities

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
370	17-Jul-17	Action	Mark	Prepare a report outlining what was submitted to NZTA in the way of recommendations by SWDC as a result of the consultants speed limit review report and identify alternative ways forward to address cycle safety, including use of signs, cycle paths, road widening etc, and attend the August meeting to discuss with members	Open	30/8/17 Officer meeting with NZTA 12-9-17. Will update CB after meeting.
473	25-Aug-17	Action	Mark	Submit a draft Terms of Reference for the Considine Park Committee to the MCB for review at the 9 October meeting	Actioned	25/09 in progress Draft submitted to MCB meeting 9 October
519	4-Sep-17	Resolution	Jennie	MCB RESOLVED (MCB 2017/73): 1. To receive the information. 2. To grant Boomerang Bags Martinborough \$500 towards the costs associated with providing repair and servicing to five sewing machines on loan from the community and to purchase needles, thread and screen paint for continued production of reusable bags. (Moved Cornelissen/Seconded Cr Maynard) Carried 3. To grant Friends of Martinborough Library \$500 towards the costs associated with running an outdoor movie evening for Martinborough to raise money for the children's library area furnishings in the Waihinga Centre. (Moved Cornelissen/Seconded Cr Maynard) Carried	Actioned	
521	4-Sep-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/75): 1. To receive the Martinborough Square Fairy Lights Report. 2. To defer discussion to a workshop. (Moved Cornelissen/Seconded Colenso) Carried	Actioned	
522	4-Sep-17	Resolution	Jennie	MCB RESOLVED (MCB 2017/76): 1. To receive the information. (Moved Cornelissen/Seconded Beattie) Carried 2. To receive the survey report and ratify the	Actioned	

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				decision to sponsor the Martinborough Mural Walk \$3,000 from the beautification budget? (Moved Cornelissen/Seconded Beattie) Carried Maree Roy voted against the motion. Cr Pip Maynard voted against the motion. 3. To receive the workshop report. (Moved Cornelissen/Seconded Roy) Carried		
523	4-Sep-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/77): 1. To defer a decision on the possible renaming of Dublin Street West and New York Street West until the 9 October 2017. 2. That Cr Colenso speak with emergency services to clarify their feedback. (Moved Cr Colenso/Seconded Cr Maynard) Carried	Actioned	
528	4-Sep-17	Action	Mark	Organise a time for Martinborough Community Board members to meet with Council officers to assess the shelter belt for 'actual value/benefit as a wind-break to the farm-house and cottage' at Pain Farm	Open	22-9-17 Waiting to hear back from MCB with a preferred date/time for a site visit Cr Colenso will follow up to get potential dates.
529	4-Sep-17	Action	Cr Colenso	Compile a list of what type of monitoring and reporting was required for Pain Farm and provide to Lisa Cornelissen for inclusion on a workshop agenda	Actioned	
530	4-Sep-17	Action	Mark	Provide an email to members regarding the process for a change of tenancy, specifically whether a farm assessment is done at the end of a tenancy before a new tenant takes over the lease	Actioned	25/09 to be done this week 05/10 emailed to MCB
531	4-Sep-17	Action	Lisa Cornelissen	Write to Accelerate Wairarapa requesting more details about the website project, specifically what level of funding they would be requesting from SWDC	Actioned	Actioned 12th September. Wendy has advised they will be in touch.
532	4-Sep-17	Action	Lisa Cornelissen	Incorporate the Martinborough Community Board survey results into LTP discussions	Actioned	Survey results have been circulated. Action completed

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
575	9-Oct-17	Resolution	Paul	<p>MCB RESOLVED (MCB 2017/87):</p> <ol style="list-style-type: none"> <li>To receive the Applications for Financial Assistance Report.</li> <li>To grant \$653 to Martinborough Junior Hockey for the Martinborough Community Guy Fawkes Event.</li> <li>To write a letter to Mrs Shepherd regretfully declining this application and inviting the White Ribbon Riders to apply in the future and to visit Kuranui College and Martinborough ward schools. (Moved Read/Seconded Roy) Carried</li> </ol>	Actioned	(grant \$653 paid - kyra) Grant applicants advised of outcome.
576	9-Oct-17	Resolution	Jenny	<p>MCB RESOLVED (MCB 2017/88):</p> <ol style="list-style-type: none"> <li>To receive the Purchase of New Inflatables for Martinborough Swimming Pool Report.</li> <li>To purchase two octonut inflatables using \$1,500 from the sale of the inflatable slide.</li> <li>To purchase the aztec inflatable using \$500 from the sale of the inflatable slide and a further \$2,400 from Pain Farm funds; subject to confirmation that it can fit in the pool with sufficient room for lane swimming and be easily inflated and deflated. (Moved Cr Colenso/Seconded Read) Carried</li> </ol>	Open	9/11/17 New inflatables ordered Council finance approval paper required for 13 Dec.
579	9-Oct-17	Resolution	Mark	<p>MCB RESOLVED (MCB 2017/91):</p> <ol style="list-style-type: none"> <li>That the following list of top priorities for footpaths be costed individually and the information provided to the Board including information and costs on the best options to resolve the triangular garden on the corner of Texas and Strasbource Street. <ol style="list-style-type: none"> <li>Roberts Street - as per the plan Mrs Cornelissen will email directly to M Allingham. Kerb and channel and full footpath up to property boundaries to run from 9 Roberts to the corner with Dublin Street inclusive. Note that the grass in front of the old Manse remains but kerb and channel required.</li> </ol> </li> </ol>	Open	16/11/17 streets have been measured up to determine the quantities to enable estimates to be forwarded to MCB members. Looking at option re the crossing on Kanas St @ the Pukemanu steel plates are not the option due to impeding water flow and a trap for litter and leaves .

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				<p>b) Texas Street - new footpath to allow access to the Waihinga Centre from the Square finishing at the triangular garden - as per the Waihinga Centre Plans.</p> <p>c) Resurface Suez between Oxford and Naples including upgrading the crossing on the corner of Suez and Naples.</p> <p>d) Some form of metal plate or other solution to improve the Kansas Street crossing by the Pukemanu to enable safer wheelchair crossing.</p> <p>e) Resurface Suez between Oxford and Strasbourge including upgrading the crossing on the corner of Oxford and Suez.</p> <p>(Moved Cornelissen/Seconded Read) Carried</p>		
580	9-Oct-17	Resolution	Lisa Cornelissen	<p>MCB RESOLVED (MCB 2017/92):</p> <p>1. That MCB write to SWDC requesting that remedial work is undertaken urgently on the raised crossing on Texas Street, between P&amp;K car park and Hotel, to ensure it is safe and accessible and that this work is completed from SWDC budgets.</p> <p>(Moved Read/Seconded Cr Colenso) Carried</p>	Open	
581	9-Oct-17	Resolution	Mark	<p>MCB RESOLVED (MCB 2017/93):</p> <p>1. That the following information from the Pain Farm inspector and from Council officers (house and cottage) is requested for future Pain Farm Estate reporting:</p> <p>a) Farm – list and condition of infrastructure including fences, tracks and farm buildings.</p> <p>b) Farm – condition of pasture including fertiliser usage and pasture rotation.</p> <p>c) Farm – what kind of checks are in place at the end or renewal of the farm lease to make sure obligations on both sides have been met.</p> <p>d) House and Cottage – the condition of the house and cottage outlining likely costs to be</p>	Open	<p>10/10 Noted.</p> <p>9/11 Assuming that this is not required for every future report, but in fact as a final report wrapping up the current lease. (a) and (b) checking with John Donald as to his availability to do. (c) to be done jointly by John Donald and Amenities Manager. (d) subject to MCB approval, will look to have Pain Farm pay for a professional report, not just limited to 10 years.</p>

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				incurred over the next 10 years. (Moved Cornelissen/Seconded Read) Carried		
582	9-Oct-17	Resolution	Mark	MCB RESOLVED (MCB 2017/94): 1. That given the cost of replacement and uncertainty of how long lights will last not to replace the fairy lights. (Moved Read/Seconded Cr Colenso) Carried	Actioned	10/10 Noted.
583	9-Oct-17	Resolution	Murray	MCB RESOLVED (MCB 2017/95): 1. To recommend to Council to look at changing the street names of Dublin Street West and New York Street West by undertaking a consultation process under the Local Government Act including potential street names. 2. To note that the current names do not meet Council's Naming of Public and Private Roads and Rights of Way Policy. 3. That communication of this decision be made to previous submitters. (Moved Read/Seconded Roy) Carried	Open	Note: ComSec item #3 (completed 31/10/17) item #2 – The New York West and Dublin Street West names were put in place by Council in 2007 in accord with the Naming Policy so do meet current policy requirements. With regard to item #1, a report will be presented to Council's December 13 meeting for consideration (GMPE).
584	9-Oct-17	Resolution	Lisa Cornelissen	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/Seconded Roy) Carried	Open	
585	9-Oct-17	Resolution	Paul	MCB RESOLVED (MCB 2017/97) 1. To receive the Dark Sky over Martinborough Report. 2. To write a letter to Mr Kershaw in support of the application to the International Dark Sky Association. (Moved Cornelissen/Seconded Roy) Carried	Actioned	
587	9-Oct-17	Action	Paul	Circulate minutes from the Forum on Wairarapa rail services meeting to MCB members	Open	

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
588	9-Oct-17	Action	Mark	Liaise with GWRC to see if the indicator that used to be on their graphs showing when a bridge will close can be reinstated on their website	Open	16/11/17 GWRC and Capital Journeys are looking at ways to keep the bridge open for longer by allowing light vehicle access over the one lane bridge across the Dip This is due to the build-up of gravel in the river now supplying better support to the bridge piers. The gravel build up has now reduced the capacity of the stream to carry flows. There is works programmed above the bridge to contain the stream flow.
589	9-Oct-17	Action	Lisa Cornelissen	Add supporting Matariki vs Guy Fawkes to the workshop agenda	Actioned	
590	9-Oct-17	Action	Mark	In light of complaints from wheelchair users complete an investigation into the engineering of the raised crossing on Texas Street between P&K car park and the Martinborough Hotel	Open	16/11/17 a survey will be carried of the grades on the crossing to determine whether it meets the appropriate standards
591	9-Oct-17	Action	Lisa Cornelissen	Review the Martinborough Square Development Plan and Martinborough survey results to formulate a list of opportunities for improving the Square within existing budgets and Plan restrictions taking into consideration the Dark Sky application to use down lights not up lights	Open	



# MARTINBOROUGH COMMUNITY BOARD

27 NOVEMBER 2017

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## AGENDA ITEM 6.3

### INCOME AND EXPENDITURE STATEMENTS

#### **Purpose of Report**

To present the Community Board with the most recent Income and Expenditure Statements for the 17/18 year.

#### **Recommendations**

Officers recommend that the Community Board:

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

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

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

#### **2. Appendices**

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

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

# **Appendix 1 - Income and Expenditure Statement for 1 July 2017 – 31 October 2017**

<b>Martinborough Community Board</b>		
<b>Income &amp; Expenditure to 31 October 2017</b>		
	<u>INCOME</u>	
	Balance 1 July 2017	7,575.09
	Annual Plan 2017/18	26,868.00
	<b>TOTAL INCOME</b>	<b>34,443.09</b>
	<u>EXPENDITURE</u>	
	Members' Salaries	5,238.06
	<b>Total Personnel Costs</b>	<b>5,238.06</b>
7/09/2017	AP Local Governmen Annual CBD levy 2017/18	216.67
2/10/2017	Exp from Wages correction V Read Parking	102.00
0/01/1900	Exp from Wages correction V Read Conf Mileage	105.12
0/01/1900	Exp from Wages correction V Read Conf dinner	28.00
	<b>Total General Expenses</b>	<b>451.79</b>
1/07/2017	AP Citizens Advice MCB grant - general running of bureau	350.00
7/09/2017	AP Martinborough C Grant-assist repair/service sewing machi	500.00
0/01/1900	AP Friends of Mart Outdoor movie evening-Waihinga Centre Waihinga	500.00
17/10/2017	AP Martinborough J Community Guy Fawkes event grant	653.00
	<b>Total Grants</b>	<b>2,003.00</b>
	<b>TOTAL EXPENDITURE</b>	<b>7,692.85</b>
	<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>26,750.24</b>
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2018	10,675.94
	Flag Hanging	600.00
	WWI Commemorations	1,000.00
	Engagement programme	500.00
	Martinborough Netball Club	950.00
	<b>Total Commitments</b>	<b>13,725.94</b>
	<i>add back Mileage not budgeted for as decision by remuneration authority not made when AP finalised</i>	<i>0.00</i>
	<b>BALANCE TO CARRY FORWARD</b>	<b>13,024.30</b>

<b><i>Martinborough Beautification budget</i></b>		
<b>Budget</b>		
	2013/2014	10,300.00
	2014/2015	10,000.00
	2015/2016	10,220.00
	2016/2017	10,460.00
	2017/2018	10,710.00
	<b>Total Budget</b>	<b>51,690.00</b>
<b>17/18 expenditure</b>		
18/08/2017	AP Martin A Street mural project	3,000.00
	<b>Total Expenditure</b>	<b>3,000.00</b>
	<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>48,690.00</b>
	<u>LESS: COMMITMENTS</u>	
	Committed to Waihinga Centre	30,000.00
	<b>Total Commitments</b>	<b>30,000.00</b>
	<b>BALANCE TO CARRY FORWARD</b>	<b>18,690.00</b>

# MARTINBOROUGH COMMUNITY BOARD

27 NOVEMBER 2017

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## AGENDA ITEM 6.4

### APPLICATIONS FOR FINANCIAL ASSISTANCE

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#### **Purpose of Report**

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

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the information.*
2. *Consider the application from the Rebecca Harper requesting \$784.85 to purchase 38 copies of "The Look of Martinborough 1870-2017" to distribute to descendants of some mentioned in the book.*
3. *Consider the application from the Martinborough Health and Ruamahanga Health Trust Garden Project requesting \$1,000 towards the costs associated with setting up a community garden to grow fresh produce for the community larder.*

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

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

Applications will be provided to members in confidence.

#### **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

Applicant	Status of Accountability Forms for Previous Grants
Rebecca Harper	No outstanding accountability forms
Martinborough Health and Ruamahanga Health Trust Garden Project	No outstanding accountability forms

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

# MARTINBOROUGH COMMUNITY BOARD

27 NOVEMBER 2017

## AGENDA ITEM 6.5

### NAMING OF NEW ROAD, ELAINE SUTHERLAND, 237 FRATERS ROAD, MARTINBOROUGH

#### Purpose of Report

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

#### Recommendations

Officers recommend that the Community Board:

1. Information be Naming of New Road Report.
2. Support the use of the name "Willow Lane" and "Draper Lane".

#### 1. Background

Mrs Elaine Sutherland seeks to name two private roads as part of a rural subdivision (RC 170030) at Vineyard Lane, Martinborough (see appended plan in the request at Appendix 1).

Council has authority to accept or reject suggested names of private roads in the South Wairarapa pursuant to Section 319(1)(j) of the Local Government Act 1974.

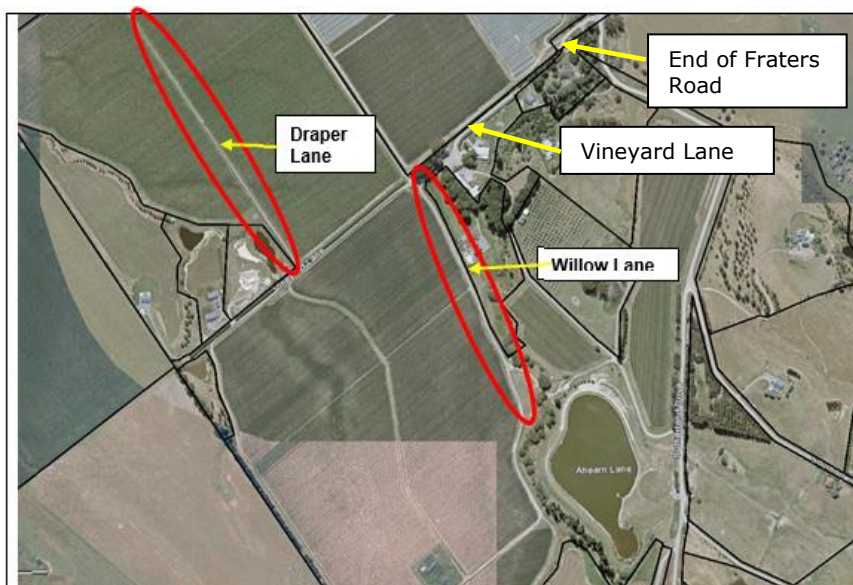


Figure 2- Location of proposed "Draper Lane" and "Willow Lane" on aerial map.

## 2. Discussion

### 2.1 Legal situation

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

In general, the names are to be listed in preference order with a brief statement of their significance. In this case, there are two roads that require naming with one suggested name for each road:

Road 1:

- Willow Lane

Road 2:

- Draper Lane

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

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

Other than Willow Park Drive in Masterton, (which is not considered to be similar enough to be an issue) there are no existing roads or right of ways which include "Willow" or "Draper" within the Wairarapa.

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

Not applicable.

*4.3.3 The name should have significant local content or meaning.*

The proposed names have specific local content and meaning.

Proposed Willow Lane has willow trees planted alongside the road which bounds the Kelly Stream.

Proposed Draper Lane is a vineyard road that goes through the centre of the Draper Block Vineyard. The applicant has received approval from the Draper family to use their name as the Draper Family once owned the land.

*4.3.4 Names are to be selected in proportion to the length of the road. Long names on short cul-de-sac's can be difficult to display on a map*



Neither of the proposed road names are particularly long and can be clearly displayed on a map.

4.3.5 *The end name for the roadway should be the one that most accurately reflects the type of roadway that it is.*

Lane (*a narrow road*) reflects the character of the new access ways.

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

Both proposed roads have the suffix "Lane" so would meet this requirement.

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

Not applicable.

### **3. Conclusion**

It is recommended that the Community Board support the applicants preferred road names being "Willow lane" and "Draper Lane". These names are generally consistent with the guideline criteria in the road naming policy.

### **4. Appendices**

Appendix 1 - Road Name Request and Plan of Proposed Subdivision

Contact Officer: Annabel Hobson, Planner  
Reviewed By: Murray Buchanan, Group Manager Planning and Environment

# **Appendix 1 - Road Name Request and Plan of Proposed Subdivision**

# Application for a New Road or Right of Way Name



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

The application must include:

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

## 3 Applicant Details

Contact Name:

Address:

Telephone:

Email:

Signature:  Date:

## 4 Road Details and Proposed Names

**Road 1**  Vested in Council  Private

Legal description:

First Choice:

Second Choice:

Third Choice:

**Road 2**  Vested in Council  Private

Legal description:

First Choice:

Second Choice:

Third Choice:

**Road 3**  Vested in Council  Private

Legal description:

First Choice:

Second Choice:

Third Choice:

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

**Road 1**

CURRENTLY A VINEYARD ROAD THAT BOUNDBERS KELLY STREAM WITH WILLOWS PLANTED ALONG THE LENGTH OF ROAD

**Road 2**

DEAFER LAINE IS A VINEYARD TIEE THAT GOES THROUGH THE CENTRE OF THE DEAFER BUCK VINEYARD. HE ORIGINALLY SOUGHT APPROVAL FROM THE DEAFER FAMILY TO USE THEIR NAME FOR THIS VINEYARD BLOCK AS THE LAND WAS ONCE OWNED BY THEIR FAMILY

**Road 3**

[Empty box for Road 3 details]

**Notes:**

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



# MARTINBOROUGH COMMUNITY BOARD

27 NOVEMBER 2017

## AGENDA ITEM 8.1

### CHAIR'S REPORT

#### Purpose of Report

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

#### Recommendations

That the Martinborough Community Board:

1. *Receive the Chair's Report.*
2. *Discuss each item, receive associated reports and adopt the recommended resolutions.*

### 1. Meetings and Events

5 October 2017	Peter Couchman, Chair of the Martinborough Business Association. Discussed a broad range of topics including the proposed Dark Sky reserve, economic impact of bridge closures, beautification of the bus stop and electrical box in the Square, Bike Stands, sponsors for new or replacement rubbish bins, public recycling, Sunday bus service, CCTV, Christmas Parade, the ease (or otherwise) of running events in Martinborough, Cellar Door operations, Fireworks, Matariki.
19 October 2017	LTP sector meeting – Business including tourism. Key points of interest include: <ul style="list-style-type: none"><li>- Broad support for the Dark Sky initiative – noted that this will attract winter tourism.</li><li>- The need for Council to remove barriers and speed up processes for events and business. Water quality in Martinborough is detrimental to equipment including laundry machines, coffee machines.</li><li>- UFB is essential for Martinborough to continue to attract businesses and residents. The Waiyinga Bridge is inhibiting cycle tourism to Martinborough.</li><li>- Bridge closures are damaging the Martinborough tourism brand.</li><li>- More accommodation will be needed to maximise the opportunities the new Waiyinga Centre will bring.</li></ul>

	<ul style="list-style-type: none"> <li>- Residential housing and sections are in short supply and we need to look at zoning (including commercial and light industrial) as well as social housing.</li> <li>- The train service is not designed for tourism, the Business Association have stepped in to underwrite a Sunday bus service to meet the trains.</li> </ul>
15 November 2017	LTP workshop – Berl – Dr Ganesh Nana presentation.
15 November 2017	MCB workshop – report attached.

Looking ahead:

21 November 2017	Waihinga Charitable Trust AGM
29 November 2017	CB Delegation workshop and LTP workshop

## 2. Current Community Board Projects

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

- Nov 2017 – SWDC – First Considine Park Committee meeting still to be held
- Nov 2017 – VR - Bike Stands (in association with Lionesses)
- Nov 2017 – SWDC - Purchase of new pool play equipment and sale of current slide to GCB
- Nov 2017 – SWDC - Installation of Pergola from the Playground at the Pool
- Nov 2017 – PC - Town Banners to go up after Toast
- Dec 2017 – SWDC – Martinborough Square Cenotaph repairs
- Q1 2018 – MCB - Footpath Priorities 2018 and beyond
- March 2018 – MCB - Beautiful Towns and Cities Awards nomination
- Apr 2018 – PC - WW1 Commemorations
- Ongoing – FB - Appointment of a youth member to MCB
- Ongoing – VR - Town Entrance Sign (in association with MBA)
- Ongoing – PC - Bus Shelter beautification
- Ongoing – LC - Square Beautification plan including possible painting of green cabinet with an ANZAC poppy design (MR)
- Ongoing – VR – Facebook
- Ongoing – LC - Chorus Cabinet Art – Chorus have confirmed that there are no cabinets in the Martinborough Ward which meet their criteria for funding.
- Ongoing – LC - Tourism Route Road Safety report to NZTA
- Ongoing – MR - Poppy Road Signs Project
- Ongoing – LC/VR - LTP

- Ongoing – MCB - Advocacy: Public Recycling Bins, Rubbish Collection Days, District Plan review, Speed Limits and Road Safety on Tourism routes
- Ongoing – LC - Community Engagement – future survey subjects could include LTP and Square Beautification priorities

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

### **3. MCB Workshop Report – 2 August 2017**

Report attached.

*Recommendation: Receive the report.*

#### **3.1 Christmas Parade**

*Recommendation: Resolve to increase the budget up to \$890 to fully fund the road closure fees.*

### **4. Martinborough Town Centre Public Bike Rack Proposal**

Proposal attached.

*Recommendation: Receive the proposal and discuss allocation of Beautification funds to the project.*

### **5. LTP Sector Feedback**

Summary report to be tabled.

*Recommendation: Receive the report and discuss priority areas for MCB. Members have been asked to come to the meeting with their top 3 priorities.*

### **6. Budget changes**

Budget included in MCB papers alongside the Income and Expenditure Report. Members may wish to discuss financial support for the Old Cemetery on the corner of Princess and Roberts.

*Recommendation: Receive the budget and resolve to set aside an amount to repair the basketball hoops. Discuss how MCB could support the volunteer work progressing at the Old Cemetery.*



## **MCB Workshop Agenda**

**Weds 15<sup>th</sup> November, 3.30pm Circus**

### **Apologies – Victoria Read (Left the meeting at 4.20pm)**

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 27 November 2017.

1. Bicycle Stands – members discussed the project to install bicycle stands around the town centre in association with the Lionesses. Lisa to include a suggested resolution in the Chair's report for the next MCB meeting.
2. Community Board Delegations – members discussed the LGC proposed Community Board Terms of Reference for a combined Wairarapa District Council and with regards to the LTP process. There is broad support for these TOR but it was noted that they must be implemented with appropriate officer support and budgets to be successful.
3. Freedom Camping – members had a broad discussion around the current situation, importance of tourism and recent issues raised in the local press. Lisa stated that she has a conflict of interest in this area.
4. Guy Fawkes and Matariki. Members discussed the bonfire and fireworks at Considine Park – there is broad community support to see the event continue. Lisa noted increased interest in a Matariki celebration and agreed to follow this up with the Maori Standing Committee.
5. LTP – Sector Feedback – the sector meetings provided a wealth of information which Pam is collating and will summarise those areas of particular interest for Martinborough Community Board. Members agreed to review the notes and come prepared with their top 3 ideas to the next meeting.  
Members discussed the feedback from youth and agreed to consider allocating budget for the basketball hoops to be fixed and backboard installed at the next MCB meeting.
6. Old Cemetery – Maree has discussed the Old Cemetery project with Mate Higginson and Mary Doyle. Maree will invite them to attend our next MCB meeting.
7. Christmas Parade – Road closure fees have increased from \$650 to \$890, there was unanimous support to increase the MCB budget for the event accordingly. Lisa to include a resolution in the Chair's report for the next MCB meeting.
8. Event and Business owner feedback. Members had a general discussion regarding Toast Martinborough, Wine Tourism, Hospitality businesses and the interface with SWDC and MCB.
9. AOB – members discussed the need for accessible facilities at the pool and would look to raise this through the LTP process.

# Martinborough Town Centre Public Bike Rack Proposal

Martinborough Lionesses

Martinborough Community Board



A. \$215<sub>(+GST)</sub> X 10

Bikestand A x 10

\$247.25 each + \$90 installation

Total \$3372.50



B. \$1456<sub>(+GST)</sub> X 2

Bikestand B x 2      The Spyra Rack

1674.40 + \$500 installation

Total \$4348.80



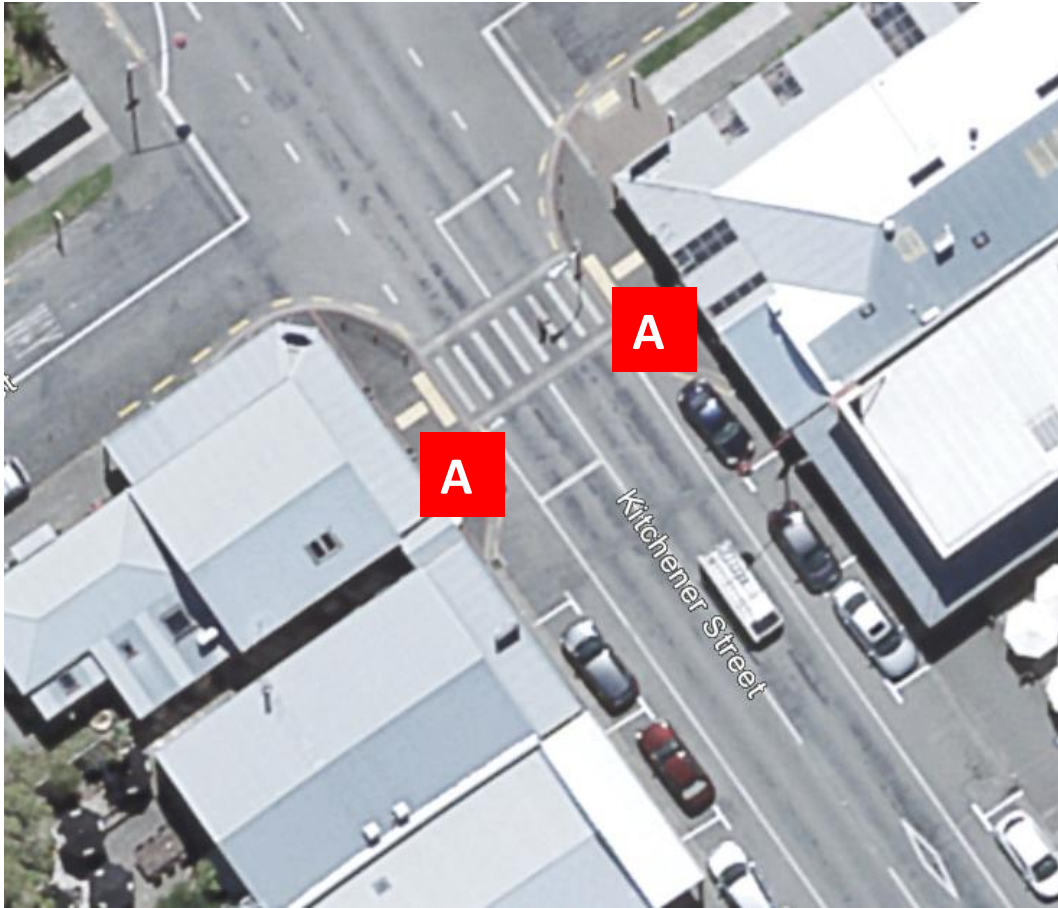
C. \$448<sub>(+GST)</sub> X 1

Bikestand C x 1     Scooter Stand

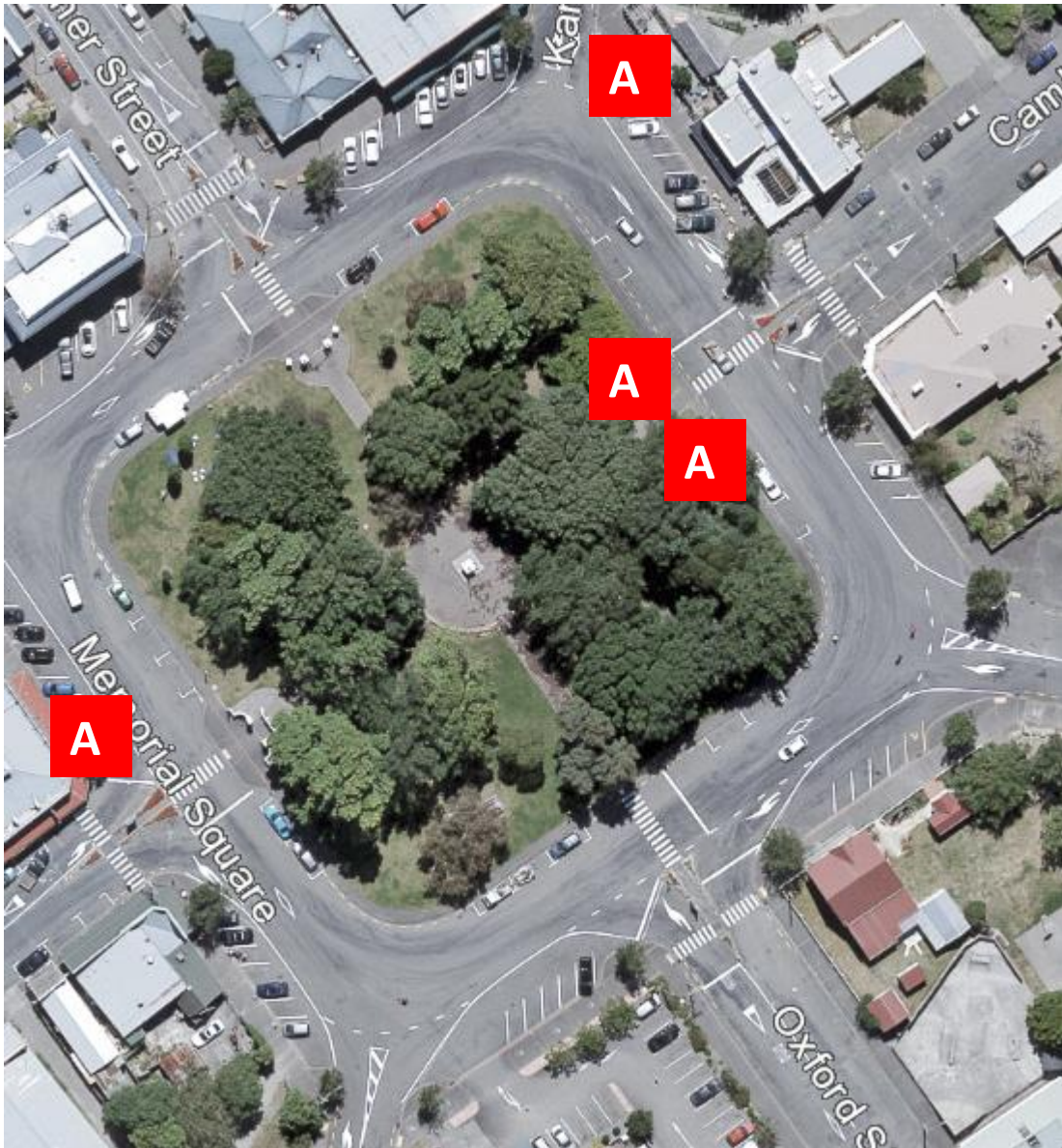
\$515.20 = \$220 installation

Total \$735.20

**Grand total = \$8456.50**

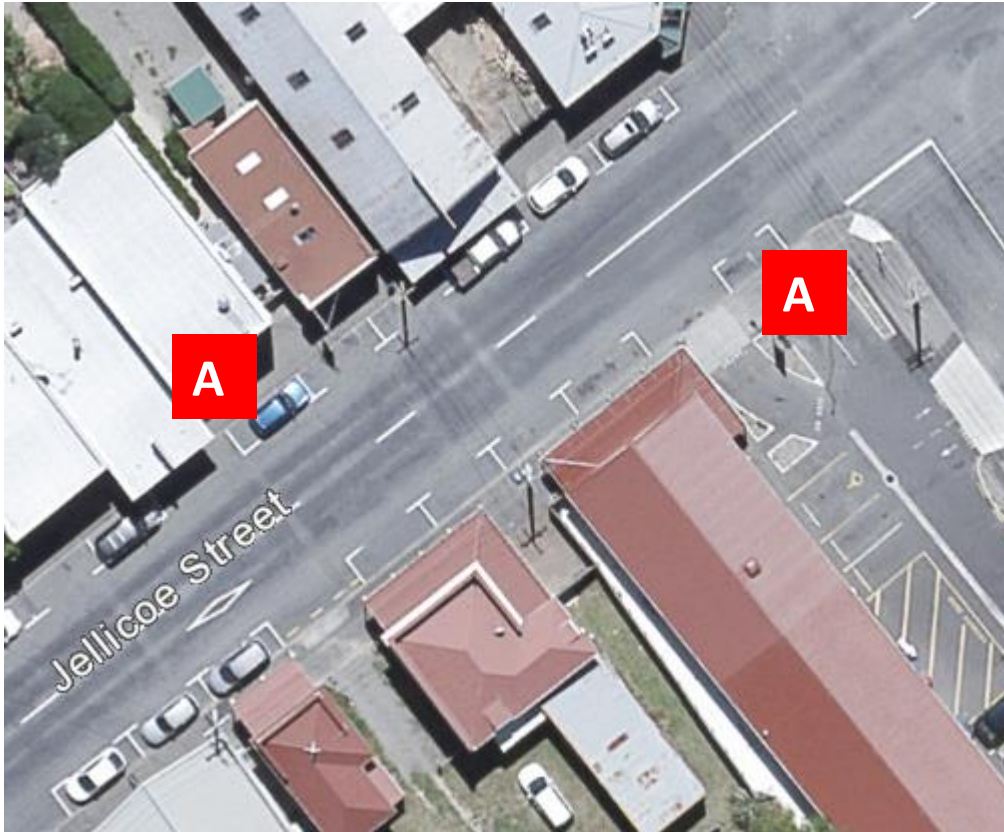


Kitchener St – 2 x Rack A



Memorial Square – 4 x Rack A





Jellicoe St – 2 x Rack A

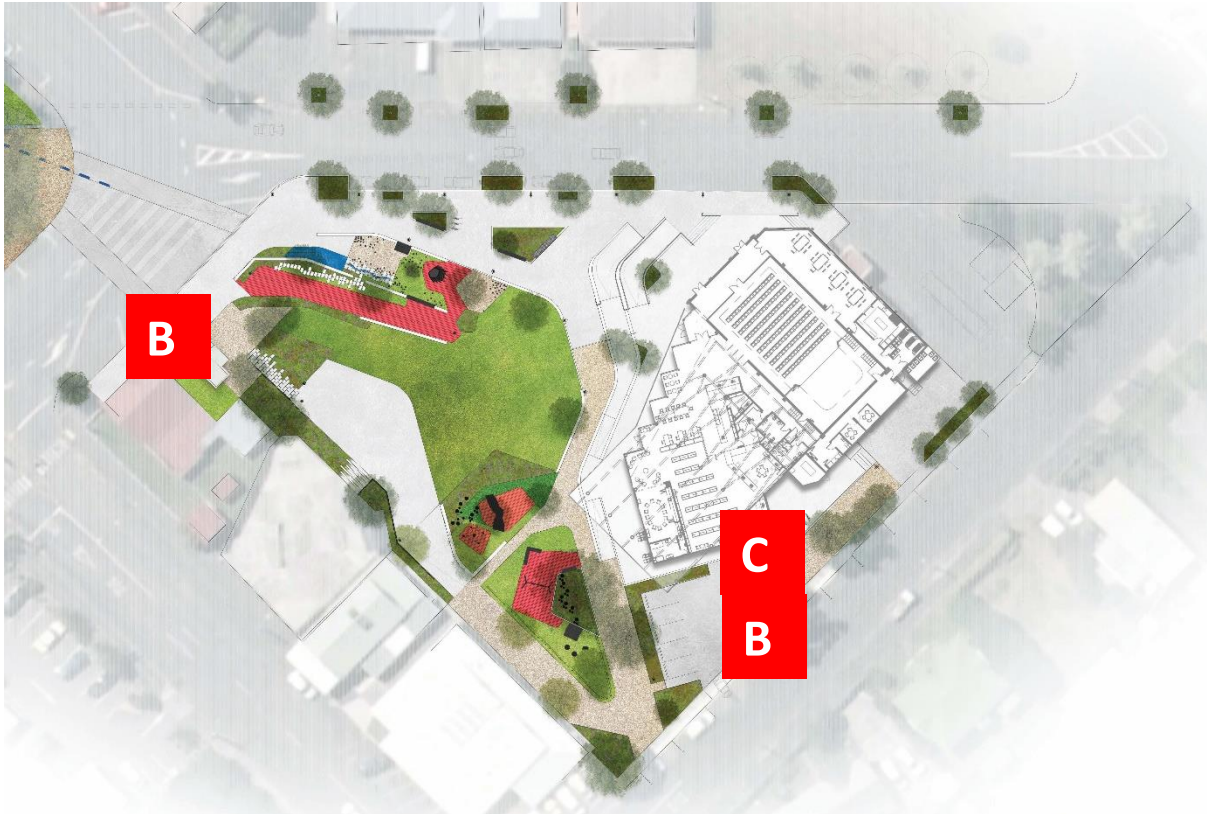


Skate Park – 1 x Rack A



Medical Centre – 1 x Rack A





Waihinga Centre – 2 x Rack B, 1 x Rack C

(To be purchased now and installed early 2018)

**INCOME**

Carried Forward	7,575.09
Annual Plan	26,868.00
<b>TOTAL INCOME</b>	<b>34,443.09</b>

**EXPENDITURE**

<b>Members Salaries</b>	<b>15,914.00</b>
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**General Expenses**

Community Board Levy	166.67
Miscellaneous	200.00
<b>Total General Expenses</b>	<b>366.67</b>

**Strategic Objectives**

**A Vibrant Martinborough Town Centre**

Waihinga Centre	
Contingency for community engagement	500.00
Christmas	
Christmas Parade funding including fees	890.00 Increased from \$650
Martinborough Banners	
Provision for banner hanging	600.00
Youth - Basketball hoop repairs	tbc Costs unkown

**An Engaged, Involved Community**

Fireworks	542.00 \$500 plus \$42 SWDC fees
Matherapa	200.00
WW1 Commemorations	1,000.00
Poppy Road signs Project	0.00 Costs unknown
Community Engagement	500.00 Each survey will cost in the region of \$150
<b>TOTAL STRATEGIC OBJECTIVES</b>	<b>4,232.00</b>

**Financial Assistance**

May 2017 grant fwd Citizens Advice	350.00
May 2017 grant fwd Netball Club	950.00
Sept 2017 Boomerang Bags	500.00
Sept 2017 Friends of Martinborough Library	500.00
November Grants	5,000.00
May Grants Pool	5,000.00
<b>Total Financial Assistance</b>	<b>12,300.00</b>

<b>TOTAL EXPENDITURE</b>	<b>32,812.67</b>
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<b>BUDGETTED SURPLUS/(DEFICIT)</b>	<b>1,630.42</b>
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**Town Beautification**

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

**Less Commitments:**

Waihinga Centre Stage 2	30,000.00
Martinborough Mural Walk	3,000.00
<b>Balance</b>	<b>18,690.00</b>

**MEMBER REPORT**  
**For Featherston, Greytown & Martinborough**  
**Community Board Meetings**  
**27 November 2017**

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<b>Member Name</b>	Robyn Ramsden Featherston Community Board
<b>Group Name</b>	Wairarapa Library Service
<b>Group Members</b>	Councillor Pam Colenso - SWDC Robyn Ramsden - SWDC Featherston Community Board Helen McNaught - SWDC Amenities Manager Councillor Ruth Carter - CDC Councillor Tracey O'Callaghan - CDC Anne Hughes - Carterton District Library Manager
<b>Meeting Date</b>	31 October 2017
<b>Key issues from meeting</b>	<ol style="list-style-type: none"> <li>1. Finished off the policy updates</li> <li>2. Discussed revenue from print material and fines</li> <li>3. Supervised visits are still happening in our libraries.</li> <li>4. Robyn's annual plan submission to expand Featherston Library.</li> <li>5. Scheduled meeting for the rest of this year and next year.</li> </ol>
<b>Specific item/s for Community Board consideration</b>	None.
<b>General</b>	We had a really good forward focused meeting. We finalised the Policies which will now go to SWDC and CDC for confirmation.

**MEMBER REPORT**  
**For Martinborough Community Board Meeting**  
**27 November 2018**

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<b>Member Name</b>	Fiona Beattie
<b>Group Name</b>	Youth LTP Meeting
<b>Meeting Date</b>	
<b>Key issues from meeting</b>	Swimming pool hours needing to be longer Youth Reps on all Community Boards and Council. Youth understanding who they can speak to in times of need.
<b>Specific item/s for Community Board consideration</b>	Youth Rep
<b>General</b>	Small group of people however great discussion had.

## Martinborough Community Board

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



7 November 2017

David Kershaw  
108 Regent Street  
Martinborough 5711

Dear David

### **DARK SKY OVER MARTINBOROUGH**

The Martinborough Community Board would like to extend their support of the application to the International Dark Sky Association for Martinborough and the surrounding district to become a Dark Sky Reserve.

The Board notes the success of the Aoraki Mackenzie International Dark Sky Reserve and would support Martinborough and surrounds being the twelfth area formally recognised and attributed with 'reserve' status.

As a wine producing area, Martinborough is already a tourist destination, and welcomes thousands of tourists to the district annually. Providing another tourist opportunity utilising Martinborough's natural remoteness compliments Martinborough's existing attractions and provides astronomical visitors to New Zealand another quality area for viewing the night sky.

We look forward to working with the Martinborough Dark Sky Reserve applicants to make this initiative a success.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Lisa Cornelissen'.

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