



MARTINBOROUGH COMMUNITY BOARD

**Agenda
29 May 2017**

**Notice of a meeting to be held in the South Wairarapa District Council Chambers,
19 Kitchener Street, Martinborough on Monday 29 May 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 None advised

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 24 April 2017

Pages 1-5

Proposed Resolution: That the minutes of the Martinborough Community Board meeting held on 24 April 2017 be confirmed as a true and correct record.

6. CHIEF EXECUTIVE AND STAFF REPORTS:

6.1 Action Items Report

Pages 6-10

6.2 Income and Expenditure Report

Pages 11-15

6.3 Officers' Report to Community Boards

Pages 16-55

6.4 Beautiful Towns and Cities Awards

Pages 56-60

6.5 Applications for Financial Assistance

Pages 61-63

6.6 Martinborough Pool Inflatable Slide and Other Options

Pages 64-67

6.7 Pain Farm Report

Pages 68-71

7. NOTICES OF MOTION:

7.1 None advised

8. CHAIRPERSON'S REPORT:

8.1 Chair's Report

Pages 72-75

9. MEMBER REPORTS (INFORMATION):

9.1 Community Boards Conference Report; Victoria Read

Pages 76-109

9.2 Local Government Commission Update; Victoria Read

9.3 Obesity Prevention Working Group; Victoria Read

9.4 Youth Update; Fiona Beattie

10. CORRESPONDENCE

Proposed Resolution: That the outwards correspondence be approved.

10.1 Outwards

To Jo Seddon, Chorus, from Committee Secretary on behalf of
Martinborough Community Board dated 4 May 2017

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To South Wairarapa Rotary, from Committee Secretary on behalf of
Martinborough Community Board dated 2 May 2017

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Martinborough Community Board

Minutes – 24 April 2017

- Present:** Lisa Cornelissen (Chair), Fiona Beattie, Cr Pip Maynard and Maree Roy.
- In Attendance:** Mayor Viv Napier, Mark Allingham (Infrastructure and Services Group Manager) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 24 April 2017 between 6:30pm and 7:55pm.
- External Speakers:** Christine Webley.

PUBLIC BUSINESS

Mrs Cornelissen informed the Board that the meeting would be voice recorded by a member of the public.

1. APOLOGIES

MCB RESOLVED (MCB 2017/27) to receive apologies from Cr Pam Colenso, Victoria Read and Paul Crimp.

(Moved Cr Maynard/Seconded Beattie)

Carried

2. CONFLICTS OF INTEREST

Lisa Cornelissen declared a conflict of interest with agenda item 6.6 Considine Park Committee.

3. PUBLIC PARTICIPATION

3.1 Christine Webley

Ms Webley wanted to ensure she was informed and engaged with Council and Community Board matters. Ms Webley asked members to consider how the meeting venue could be made more inviting, to review communications methods, and to ensure that the Considine Park Committee had a wide range of community representatives. Considine Park needed welcoming signage and the arena needed to be cleared of weeds.

DISCLAIMER

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

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Christine Webley

Members agreed to address Considine Park matters under agenda item 6.6 and communication items under agenda item 8.1.

5. COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 14 March 2017

MCB RESOLVED (MCB 2017/28) that the minutes of the Martinborough Community Board meeting held on 14 March 2017 be received and confirmed as a true and correct record.

(Moved Beattie/Seconded Roy)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Action Items Report

MCB RESOLVED (MCB 2017/29) to receive the Action Items Report.

(Moved Cornelissen/Seconded Beattie)

Carried

6.2 Income and Expenditure Statements

The Community Board agreed to request a carry forward of the beautification budget within the annual plan submission.

MCB RESOLVED (MCB 2017/30)

1. To receive the Income and Expenditure Report for the period 1 July 2016 – 31 March 2017.

(Moved Cornelissen/Seconded Cr Maynard)

Carried

2. Action 206: Release the \$2,000 set aside for the Martinborough Pool Summer Access Programme subject to the receipt of an invoice for 167 swims from Council; J Mitchell

3. Action 207: Deduct community board conference costs of \$726.09 and \$205.21 from the \$2,000 conference commitment; J Mitchell

6.3 Officers' Report to Community Boards

Mr Allingham discussed solid waste and community housing with members.

MCB RESOLVED (MCB 2017/31) to receive the Officers' Report.

(Moved Cr Maynard/Seconded Beattie)

Carried

6.4 Chorus Cabinet Art Community Board Project Opportunity

The cabinet initiative had been presented to Mayor Napier and the Mayor presented the idea to the Board as a possible initiative.

MCB RESOLVED (MCB 2017/32):

1. To receive the Chorus Cabinet Art Community Board Project Opportunity Report.

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2. To express interest in the project subject to cabinet location information becoming available.
(*Moved Cornelissen/Seconded Roy*) Carried
3. Action 208: Add beautification and street art to a future workshop agenda; L Cornelissen

6.5 Poppy Road Signs Project

The Poppy Road Signs Project had been presented to Mayor Napier and the Mayor presented the idea to the Board as a possible initiative.

Members discussed ways of involving the community and the possibility of preapproving a new road name that supported this project, commemorated 100 years and supported the Naming of New Roads Project.

MCB RESOLVED (MCB 2017/33):

1. To receive the Poppy Road Signs Project.
2. To take part-in and coordinate the Poppy Road Signs Project.
(*Moved Cr Maynard/Seconded Cornelissen*) Carried
3. Action 209: 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; M Roy
4. Action 210: Discuss the Poppy Road Signs Project with Mate Higginson, Martinborough Museum to ascertain his interest in being a part of the project; Cr Maynard

6.6 Considine Park Committee

Mrs Cornelissen vacated the chair.

Cr Maynard assumed the chair.

MCB RESOLVED (MCB 2017/34):

1. To receive the Considine Park Committee Report.
2. To establish the Considine Park Committee and to seek expressions of interest for membership from the community.
(*Moved Beattie/Seconded Roy*) Carried

Cr Maynard vacated the chair.

Mrs Cornelissen assumed the chair.

6.7 Review of Policy C700 Street Banners and Flags

MCB RESOLVED (MCB 201735):

1. To receive the Street Banners and Flags Policy Review Report.
2. To approve the amendments to the Policy.
3. To agree that the next review date is April 2020.
(*Moved Cornelissen/Seconded Beattie*) Carried

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4. Action 211: Write to the South Wairarapa Rotary Club and ask that they remove their flags and put the Martinborough Community Board flags up in their place; P Crimp

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report

Mrs Cornelissen noted that the community board chairs meeting had been cancelled.

Members agreed to add an item to the Community Board annual plan submission requesting funds for the installation of the pergola removed from Martinborough Park at Martinborough Pool.

Members discussed communication methods including the use of rural mail delivery, a rates newsletter article or insert, and local schools newsletters and Mrs Cornelissen undertook to investigate options and costs.

Mrs Roy gave an update from a walk around Martinborough footpaths and crossings with Cr Colenso, and undertook to prepare a report and to submit any urgent repairs to Council.

MCB RESOLVED (MCB 2017/36):

1. To receive the Chairperson's Report.
2. To receive the MCB Workshop report from 12 April 2017.
(Moved Roy/Seconded Cr Maynard) Carried
3. To received and adopt the tabled draft MCB response to the Local Government Commission's draft proposal subject to Victoria Read and Cr Pam Colenso's approval.
(Moved Cornelissen/Seconded Cr Maynard) Carried
4. To receive the tabled Annual Plan input document (with agreed amendments) subject to feedback from Victoria Read and Cr Pam Colenso to serve as a formal submission to the SWDC Annual Plan.
(Moved Cr Maynard/Seconded Beattie) Carried

MCB RESOLVED (MCB 2017/37):

1. To receive the Chairperson's Community Engagement Report.
2. To set aside \$200 to be used towards an engagement programme including:
 - a. Developing and printing a feedback form for wide distribution in Martinborough and through the rural delivery system.
 - b. Martinborough Star advertising (in addition to monthly column).

DISCLAIMER

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3. That Lisa Cornelissen develops the content and circulates to MCB members for approval.

(Moved Cr Maynard/Seconded Beattie)

Carried

4. Action 212: Further investigate options and associated costs for community board communications and advertising; L Cornelissen

Members discussed the possibility of establishing a pool of volunteers to carry out various community tasks and health and safety implications associated with community working bees.

MCB NOTED:

1. Action 213: Provide a report on Health and Safety requirements to enable use of volunteers on SWDC land to achieve community goals; P Crimp
2. Action 214: Initiate a discussion with Kuranui College about students being part of a volunteer pool for the Martinborough community; F Beattie
3. Action 215: 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; F Beattie

9. MEMBERS REPORTS (INFORMATION):

There were no member reports.

10. CORRESPONDENCE

10.1 Inwards

From Waihinga Charitable Trust Martinborough to Martinborough Community Board dated 8 April 2017

MCB RESOLVED (MCB 2017/38) to receive the inwards correspondence.

(Moved Cornelissen/Seconded Cr Maynard)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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MARTINBOROUGH COMMUNITY BOARD

29 MAY 2017

AGENDA ITEM 6.1

ACTION ITEMS REPORT

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 29 May 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 29 May 2017

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
415	MCB	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.
503	MCB	29-Aug-16	Resolution	Mark	MCB RESOLVED (MCB 2016/65): 1. To receive the information. 2. To agree to the removal of pine trees as proposed in the report. 3. To request, as part of the next Pain Farm report, a report on the status of the other shelter belts and the likely work and future costs of maintaining the shelter belts over the next 10 years. (Moved Cornelissen/Seconded Read) Carried	Open	05/12 Report on status of remaining shelter belts requested for next Pain Farm report 19/1/17: Report for 30 Jan 17 meeting 6/7/17: Preliminary report to be tabled (not tabled) 24/4/17: Costs to be addressed in next quarterly report.
100	MCB	13-Mar-17	Resolution	Mark	MCB RESOLVED (MCB 2017/21): 1. To receive the Martinborough Swimming Pool Management Issues Report. (Moved Read/Seconded Cr Colenso) Carried 2. To express disappointment in the lack of communication; particularly in relation to the inflatable slide, pool health and safety, and lack of cover use. (Moved Cornelissen/Seconded Beattie) Carried 3. That issues identified in the report are considered when the next contract is negotiated with particular attention given to ensuring the pool covers are used throughout the season. (Moved Beattie/Seconded Read) Carried 4. That an investigation around the use of the Martinborough Pool inflatable slide is completed, and a report providing options (including selling and rebuying) is submitted to the Board at the 29 May 2017 meeting. (Moved Cornelissen/Seconded Beattie) Carried	Open	
101	MCB	13-Mar-17	Resolution	Mark	MCB RESOLVED (MCB 2017/22): 1. To receive the Pain Farm Report for the period ending 7 December 2016. 2. That in consultation with the Martinborough Transfer Station operator and the current leasee of Pain Farm, to	Open	22/5/17: To be reported along with next quarterly Pain Farm Report

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					arrange for the boxthorn at the Transfer Station boundary fence to be sprayed. (Moved Cr Colenso/Seconded Cornelissen) Carried		
108	MCB	13-Mar-17	Action	Mark	Place the Martinborough Pool inflatable slide in safe storage	Actioned	24/4/17: Done
110	MCB	13-Mar-17	Action	Mark	To provide a report to the Martinborough Community Board on the costings of moving the timber pergola from where it is now situated to the preferred site at the Martinborough Pool	Actioned	24/4/17: \$10k-\$12k to move from storage and reassemble
111	MCB	13-Mar-17	Action	Mark	To provide an update on the speed limit review and the likely timeline for implementation of any recommendations for the 24 April 2017 Martinborough Community Board meeting	Actioned	24/4/17: Final report back showed most of what was looked at was not feasible or comply with regulations. Report to be emailed to CB. A national speed review was currently being undertaken. Report circulated
112	MCB	13-Mar-17	Action	Mark	Provide a report to the next Martinborough Community Board meeting on how many swimmers participated in the Martinborough Pool Summer Access programme	Actioned	24/4/17: 167 swims
200	MCB	24-Apr-17	Resolution	MCB	MCB RESOLVED (MCB 2017/33): 1. To receive the Poppy Road Signs Project. 2. To take part-in and coordinate the Poppy Road Signs Project. (Moved Cr Maynard/Seconded Cornelissen) Carried	Open	
201	MCB	24-Apr-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/34): 1. To receive the Considine Park Committee Report. 2. To establish the Considine Park Committee and to seek expressions of interest for membership from the community. (Moved Beattie/Seconded Roy) Carried	Actioned	19/5/17: Expressions of interest received from Chris Webley, Cr Pam Colenso, Max Stevens.
204	MCB	24-Apr-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/37): 1. To receive the Chairperson's Community Engagement Report. 2. To set aside \$200 to be used towards an engagement programme including: a. Developing and printing a feedback form for wide distribution in Martinborough and through the rural	Open	22/5/17: \$200 included in budget commitments

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					delivery system. b. Martinborough Star advertising (in addition to monthly column). 3. That Lisa Cornelissen develops the content and circulates to MCB members for approval. (Moved Cr Maynard/Seconded Beattie) Carried		
206	MCB	24-Apr-17	Action	Jennie	Release the \$2,000 set aside for the Martinborough Pool Summer Access Programme subject to the receipt of an invoice for 167 swims from Council	Open	22/5/17: I&E up to 30 April, journal done in May for 167.
207	MCB	24-Apr-17	Action	Jennie	Deduct community board conference costs of \$726.09 and \$205.21 from the \$2,000 conference commitment	Actioned	
208	MCB	24-Apr-17	Action	Lisa Cornelissen	Add beautification and street art to a future workshop agenda	Open	
209	MCB	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	
210	MCB	24-Apr-17	Action	Cr Maynard	Discuss the Poppy Road Signs Project with Mate Higginson, Martinborough Museum to ascertain his interest in being a part of the project	Open	
211	MCB	24-Apr-17	Action	Paul	Write to the South Wairarapa Rotary Club and ask that they remove their flags and put the Martinborough Community Board flags up in their place	Actioned	
212	MCB	24-Apr-17	Action	Lisa Cornelissen	Further investigate options and associated costs for community board communications and advertising	Open	
213	MCB	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	
214	MCB	24-Apr-17	Action	Fiona Beattie	Initiate a discussion with Kuranui College about students being part of a volunteer pool for the Martinborough community	Open	
215	MCB	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	

MARTINBOROUGH COMMUNITY BOARD

29 MAY 2017

AGENDA ITEM 6.2

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statement for the 16/17 year.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2016 – 30 April 2017.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2015- 30 June 2016 and for 1 July 2016 – 30 April 2017 are attached in Appendix 1 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.

The beautification budget income and expenditure statement is now included in this report.

2. Appendices

Appendix 1 - Income and Expenditure Statement for period 1 July 2016 – 30 April 2017

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

**Appendix 1 – Income and
Expenditure Statement for
period 1 July 2016 - 30 April
2017**

Martinborough Community Board		
Income & Expenditure to 30 April 2017		
	<u>INCOME</u>	
	Balance 1 July 2016	6,278.65
	Annual Plan 2016/17	31,678.00
	TOTAL INCOME	37,956.65
	<u>EXPENDITURE</u>	
	Members' Salaries	11,902.82
	Total Personnel Costs	11,902.82
18/07/2016	AP R D & W J Nisbe MCB brass plaques x 2	63.48
21/07/2016	AP Ms V H Read Eco Conf 2016-reimbursement	391.30
1/09/2016	AP Cotter & Steven Fairy light repairs Mbo Square	208.48
27/09/2016	AP Local Governmen Annl Com Brd's levy Fsn,Gtn,Mbo	166.67
31/10/2016	AP OfficeMax New Z Stationery	5.62
8/12/2016	AP Printcraft Business cards 250 x 19 names	123.00
14/02/2017	AP NZ Community Bo NZCBC conference F Beattie	726.09
9/03/2017	AP House of Travel Community Board Conference Wn-Ch-Wn May	205.21
	Total General Expenses	1,889.85
1/08/2016	AP Greytown Scout MCB Grant-jamboree	250.00
5/08/2016	AP Prizes - Turf Turning expenses	100.80
30/08/2016	AP Citizens Advice Running Bureau grant 2016	350.00
31/08/2016	AP Hooping-Turf Turning	475.00
1/09/2016	AP Assist with repairs main switchboard	1,540.00
20/09/2016	AP Pain & Kershaw Turf turning-sausages etc	120.95
31/10/2016	AP MCB Grant-Ski trip 2017 (Guy Fawkes fund)	752.00
9/11/2016	AP Flagz Limited Repl damaged flags Mbo	1,783.75
30/11/2016	AP Traffic Safe Ne NZTA approval site TMP & CAR Mbo parade	250.00
30/11/2016	AP On behalf of Coops-Hoops to Waihinga C T	75.00
14/03/2017	AP Martinborough S MCB grant - assist cost of uniforms/equi	2,000.00
	Total Grants	7,697.50
	TOTAL EXPENDITURE	21,490.17
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	16,466.48
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2016	3,547.18
	Flag Hanging	600.00
	Community Board Conference	1,068.70
	Martinborough Pool Summer Access programme	167.00
	WWI Commemorations	1,000.00
	Engagement programme	200.00
	Total Commitments	6,582.88
	BALANCE TO CARRY FORWARD	9,883.60

<i>Martinborough Beautification budget</i>	
Budget	
2013/2014	10,300.00
2014/2015	10,000.00
2015/2016	10,220.00
2016/2017	10,460.00
Total Budget	40,980.00
16/17 expenditure	
15/16 expenditure	
14/15 expenditure	
13/14 expenditure	
Total Expenditure	0.00
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	40,980.00
LESS: COMMITMENTS	
Committed to Waihinga Centre	30,000.00
Total Commitments	30,000.00
BALANCE TO CARRY FORWARD	10,980.00

Martinborough Community Board	
Income & Expenditure For the year ended 30 June 2016	
INCOME	
Balance 1 July 2015	46,266.51
Annual Plan 2015/16	20,954.00
Memor Seat - Peter Craig	1,183.61
TOTAL INCOME	68,404.12
EXPENDITURE	
Members' Salaries	15,000.00
Travel Reimbursements	44.02
Total Personnel Costs	15,044.02
AP Martinborough B MCB Midwinter Affair market s/shp	1,099.40
AP Tube Fab Ltd 6 rectangular tables-del Mbo T/Hall	1,635.00
AP Local Governmen Annual C/Brd levy 2015/16	166.66
AP Student workshop 20/6/15 computer coding	500.00
AP Christmas lights - Mbo Com Brd	3,206.00
AP Cotter & Steven Tree lights in Square Mbo	1,160.00
AP Mitre 10 Concrete for seats at park -	38.54
AP Mitre 10 Concrete for seats at park - MCB	106.42
10 swim tickets to 53603130	300.00
AP Ed's Arborist S Install light in 4 trees Mbo Square	770.00
AP OfficeMax New Z Stationery supplies	5.87
Free Swim Day MCB2015/71&70	767.00
AP Big Mac Slabs F 2 park benches	1,217.39
Total General Expenses	10,972.28
AP Pirinoa Primary Resurface com court MCB grant	1,000.00
AP Martinborough J MCB Grant-Guy Fawkes event 7/11/15	500.00
AP NZ Council of V Programme costs-grant	500.00
AP Wairarapa & Sou MCB grant purchase computor	500.00
AP Martinborough C Grant-to assist purchase vehicle	2,000.00
AP Martinborough J Grant - hire portalo for event	85.54
AP Martinborough S Grant - purchase 2 rifles	2,400.00
AP Grant - assist purchase uniforms	1,000.00
AP Pirinoa Primary MCB Grant-netball court resurfing balance o	500.00
AP Tora Fire Party MCB Grant - defibrillator costs	760.50
AP MCB grant-refurbishment old Court House	2,000.00
AP Pirinoa Hall Co Cost to help repl septic tank/lines hall	1,500.00
AP Waihinga Centre Bronze inst 1 of 1	21,739.13
AP Wairarapa Acces MCB grant"Live Wires Radio"	690.00
AP Martinborough R Grant-Cost for away games exp	734.00
AP Wairarapa Mathe MCB Grant - Aug 106 Maths Week Comp	200.00
Total Grants	36,109.17
TOTAL EXPENDITURE	62,125.47
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	6,278.65
BALANCE TO CARRY FORWARD	6,278.65

MARTINBOROUGH COMMUNITY BOARD

29 MAY 2017

AGENDA ITEM 6.3

OFFICERS' REPORT TO COMMUNITY BOARDS

Purpose of Report

To report to the Community Board/Maori Standing Committee on general activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report to Community Boards.*

CHIEF EXECUTIVE

1. Executive Summary

Preparation of the 2017/18 Annual Plan continues with the public meeting round being held in the three towns. While not particularly well attended good feedback was received and interesting discussion held.

The building consent for the Waihinga Centre was finalised during the reporting period, there are now no barriers to completing this project.

This report is somewhat truncated owing to varying types of leave taken.

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		2016/17	2016/17	COMMENTS
			TARGET	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 draft proposal on 15 March. Submissions closed on 3 May, the commission are now gearing up for hearings as outlined below:

Date	What is happening
15 March (TBC)	Draft proposal released and submissions called for
Weekends in April	Public information stands at various locations in the Wairarapa
3 May	Submissions close
Tuesday 23 May	Hearings commence in Martinborough – with SWDC at 9am
May onwards	Commissioners consider submissions and decide whether to release a final proposal
July - November	Commissioners aim to release final proposal (if sufficient community support), or a final decision
Nov 2017 – April 2018	If final proposal issued, poll will be held sometime during this period
Early 2018	If poll endorses final proposal, transition Board formed
Oct 18 – Oct 19	Election of new council

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

One CE forum was held. This meeting was to specifically discuss replacement for Bruce Pepperell. It has been decided to split the roles of Group Controller and Regional Manager. During an incident, both tasks need to be performed and this is not an optimal situation.

3.1.2. Mayoral Forum

No Mayoral forum was held.

3.1.3. Community Boards

Community Board meetings were held, although I was not able to attend due to absence from the office.

4. Corporate

4.1 Occupational Health and Safety

We continue to make good progress on health and safety matters. No matters were reported during the period. Attached as Appendix 1 is a summary of activities for 1 February to 30 April 2017.

4.2 Waihinga Centre/Martinborough Town Hall

The project has commenced with work in the Town Hall being the initial focus.

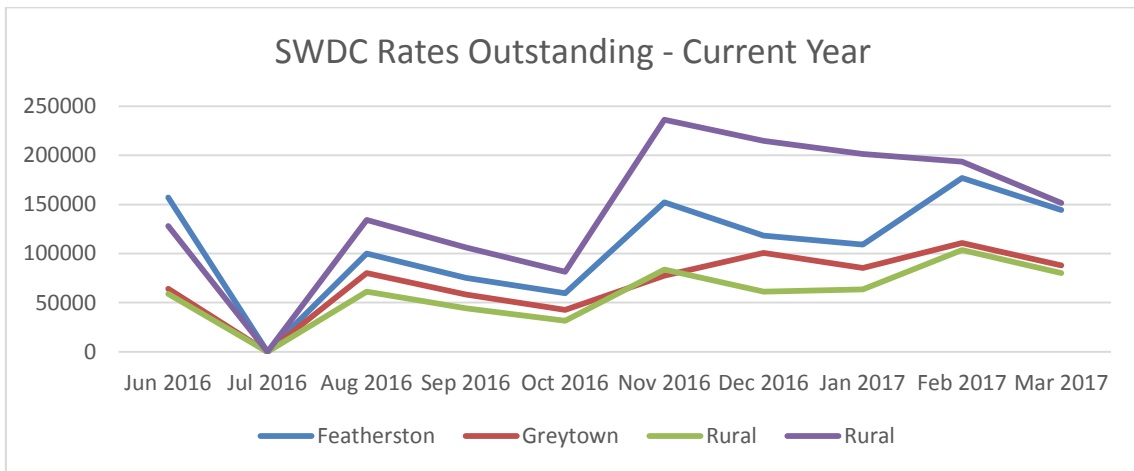
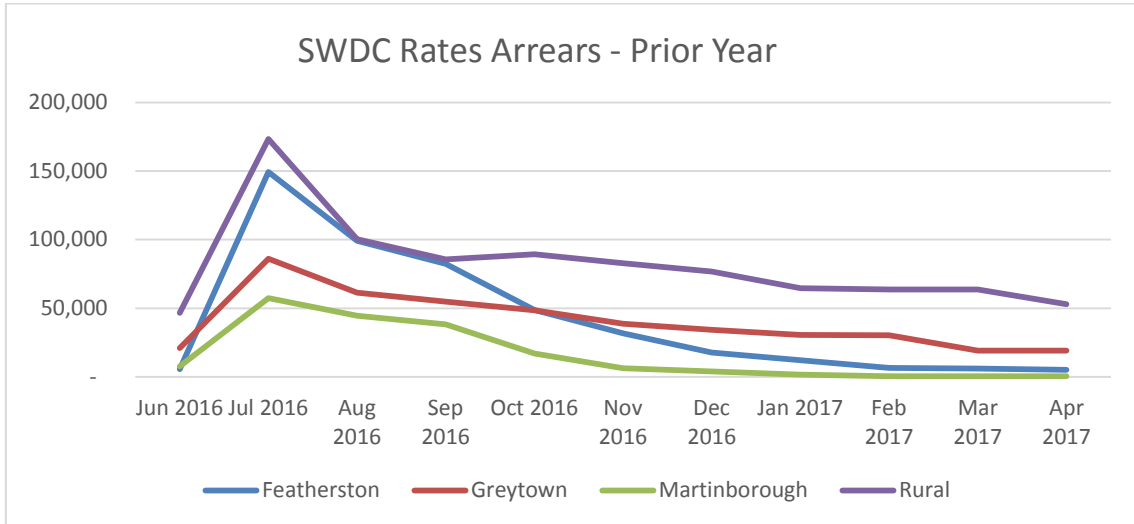
The building consent has now been issued, there are no barriers to completion.

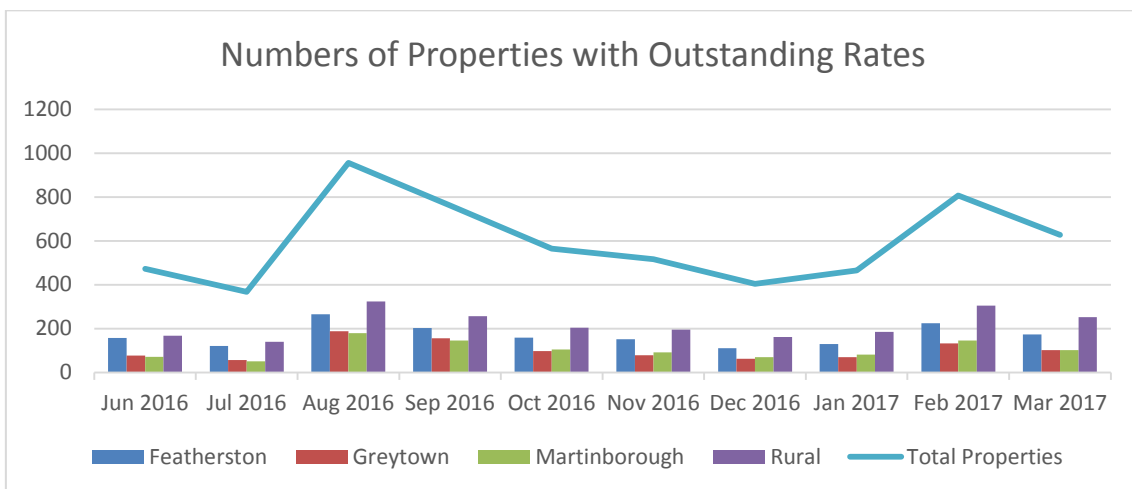
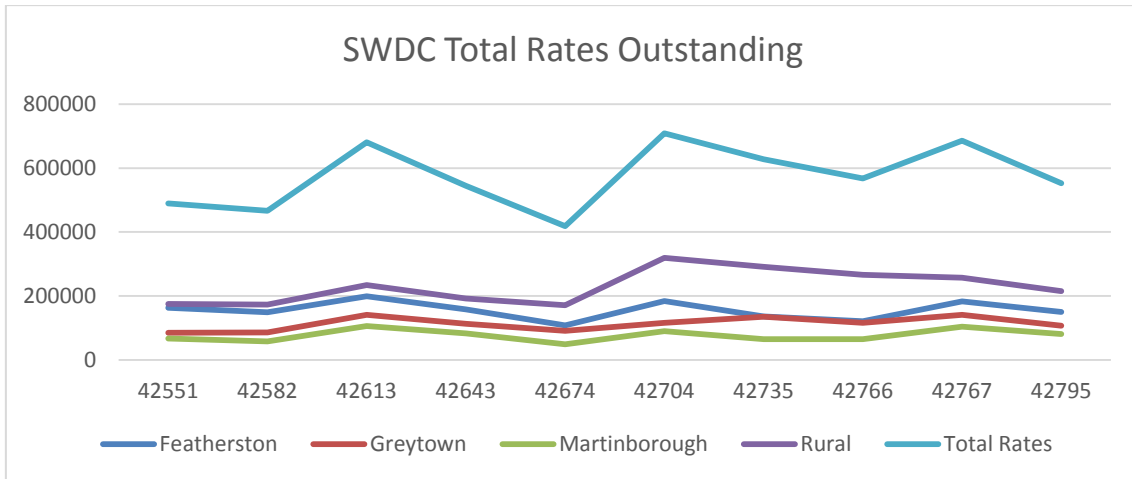
As construction progresses further stakeholder meetings will be held to ensure any issues that may arise are able to be resolved.

Attached in Appendix 2 are the Waihinga Centre budget and financial forecast.

4.3 Rates Arrears (Incl. GST)

As discussed at the previous meeting, rates debt will now be shown in graphical form, from which it is easier to ascertain trends.





4.4 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	RESPONSE
28 March 17	Requesting details of any caveats on a property	Request transferred to another agency
3 April 17	Rural fire protection spend	Information supplied
6 April 17	Information relating to changes to the Impounding Act 1955. (Stock)	Information supplied
6 April 17	Parking infringements	Information supplied
6 April 17	The average residential costs of rates and other Council charges for the 2015/16 financial year.	Information supplied
6 April 17	Seeking information re Audit and Risk, Staff performance, Advertising spend, code of conduct.	Information supplied
6 April 17	Spending on tourism and economic promotion.	Information supplied
26 April 17	Operating commercial cage egg chicken farms	Information supplied

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

5. Appendices

Appendix 1 – Health and Safety Report for the period 1 February 2017 – 30 April 2017

Appendix 2 – Waihinga Centre Budget and Forecast

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Health and Safety Report



Council Health and Safety Report 1 Feb 2017 – 30 April 2017

Driving continuous improvement (Lead indicators)

Health and Safety inductions

- No health and safety inductions this period.

Health and Safety training

- One staff member attended ICAM investigation technique training.
- Library staff attended safe use of ladder training by Building team member.
- New H&S at Work Team members to receive training on hazard identification and risk assessment.

Near miss and new hazards reported

- No near miss or hazards reported this period.

Health and Wellness programme

- The Employee Assistance Programme continues to be offered to all staff.
- A periodic newsletter is sent to all staff to raise the profile of health and safety in the workplace. The April newsletter sought information as to how staff apply the Wellness payment. Feedback included purchasing running shoes and fishing equipment, and applying the payment to health insurance premiums.

Incidents and accidents (Lag indicators)

Non-injury incidents

- Non-injury Contractor incident. Overhead power cable struck with excavator while the machine was carrying pipe down the carriageway. Contractor undertook an investigation into the incident and Council notified WorkSafe. Layout, fatigue & inattentiveness by spotter identified as cause of incident. Contractor implemented actions to ensure incident does not occur again.

Injuries requiring first aid, medical treatment (incl first aid register)

- No incidents reported this period.

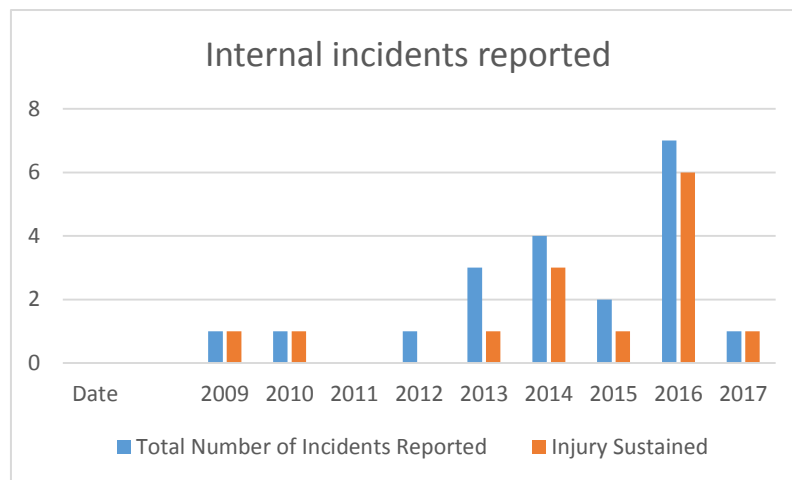
Number lost time injuries

- No lost time incidents reported this period.

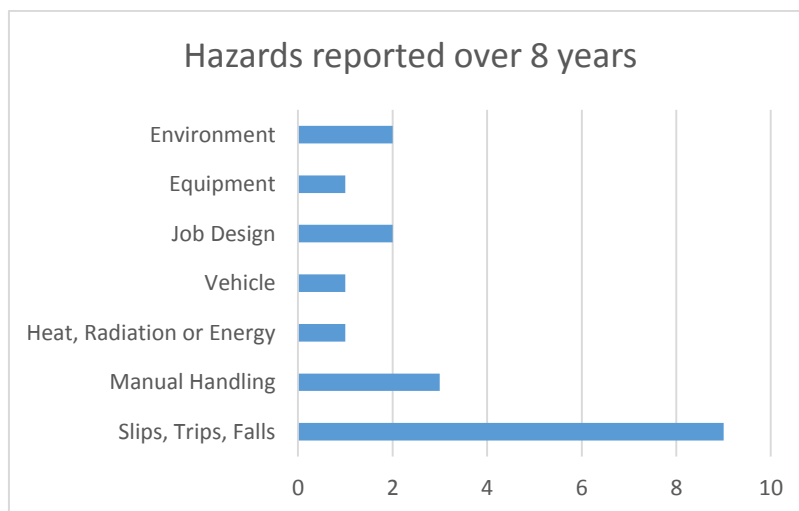
Our learnings

Incident and accident analysis

This graph shows the number of incidents reported since 2009. It shows a significant increase in reporting in 2016.



The graph below shows the types of hazards that have caught out people out. Of note is the frequency of slips, trips and falls, two each of which can be attributed to wet floors, lack of equipment maintenance, and carrying objects.



Health and Safety strategy

Working with our contractors

- Work continues to engage with our contractors to identify the effectiveness of their health and safety systems and confirm their people are competent to work safely.
- 58 letters have been sent. Twenty have provided information to enable Council to assess the robustness of their system.
- Smaller contractors, particularly locals, have not responded to our requests for information.
- Council is reviewing the relative risk profile of each of our contractors, to ensure the controls are proportionate to the level of risk they each

present. In some instances, Council may decide to provide the controls to the smaller contractors and monitor that they are being implemented. This approach will also help manage the risks presented by volunteers undertaking work on Council's behalf.

Engaging with our people

Health and Safety at Work Team

The Health and Safety at Work Team formed in late 2015. Following various resignations, it is intended to refresh the committee over the next two months.

The team's role is to:

- Monitor the implementation of the H&S work plan and achievement of the H&S strategy
- Review hazards, risks and controls
- Recommend initiatives to improve the health, safety and wellbeing of our people, based on analysis of the risk and effectiveness of current controls
- Review incidents and investigations and confirm the controls are appropriate
- Engage with staff to promote health and safety in the workplace and encourage reporting of hazards, near misses and other incidents.

Staff meetings

Health and safety is a regular discussion point in staff team meetings.

Staff newsletter

As indicated above, our H&S consultant has picked up writing the periodic newsletter that was developed by the previous finance manager. The newsletter is a forum to celebrate what we do well and explain how our H&S systems should be working. It also promotes members of staff, helping to build a sense of team that we can have pride in and that we all have a role in caring for.

Managing asbestos risks

Every building in New Zealand built prior to 1 January 2000 must be assumed to contain asbestos, unless it can be proven otherwise.

Council has until 4 April 2018 to prepare an asbestos management plan that must be made available to all contractors and workers. In the meantime, we are obliged to identify asbestos in the workplace.

If there is a risk that workers could break into asbestos-containing materials, thus releasing fibres, testing must be completed by a competent person before work can commence. If asbestos is found, it must be removed by a licensed asbestos removal company before work can start.

Council is presently considering a proposal to develop an asbestos management plan based on a comprehensive survey of Council's 82 buildings and structures.

Appendix 2 – Waihinga Centre Budget and Forecast

SWDC
Waihinga Centre
Overall project forecast - Actuals to March 2017

Per Council decision 18.1.2017

\$ 5,132,010

Made up as follows:	Budget	Invoiced to 31.3.2017	Invoices to come	Forecast spend
Rigg Zschokke Construction Contract	4,223,709	37,034	4,186,675	4,223,709
Rigg Zschokke Agreed Variations		7,130	5,560	12,690
Professional fees (design team) to Jan-17	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>
Other fees to Jan-17 (including SGL, QS)	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	-	<u>268,343</u>
Architect & Engineer construction monitoring	80,000			
SGL		5,500	-	
Engeo Geotech		-	5,940	
Holmes Consulting - Design & Fire		8,475	-	
Holmes Consulting - Construction Monitoring		6,019	41,481	
HVAC Design		2,515	6,150	
Rawlinsons (Quantity Surveyers)		5,000	-	
Warren and Mahoney - Design		33,539	10,726	
Warren and Mahoney - Disbursements		3,015	-	
		<u>64,063</u>	<u>64,297</u>	<u>128,360</u>
QS Services to completion	50,000			
Venture Consulting		-	30,000	
Clendon Burns & Park		13,438	3,562	
		<u>13,438</u>	<u>33,562</u>	<u>47,000</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			
Overall budget	\$ 5,332,010	899,466	4,290,094	\$ 5,189,561

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 2016/17	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%	87%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)	Yes	-	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 working paper has been completed setting out a proposed framework and the task of undertaking a stock take has begun.

Work has continued on the Greytown structure plan. It was agreed with the principal consultant (Mike Hewison of Eastern Consulting) that a local area traffic impacts assessment should be developed.

Subsequently a national consultancy, GHD, has been engaged by Mr Hewison to do this analysis and work is now underway.

As noted above in the KPI section, Boffa Miskell have been engaged by the 3 Councils to develop an SoE monitoring strategy and implementation programme to enable effective plan effectiveness reporting to take place. This will in turn help to inform the future review of the Wairarapa Combined District Plan.

A draft strategy has already been developed but is not as yet signed off as it needs to be linked to the data collection/analysis/ reporting for PER that will follow. In that regard work on stock taking current data collection and systems has begun by Boffa Miskell.

Work has also been completed on the initial "over-arching" formal submissions to be made by Council (jointly with MDC) on the Wellington Regional Councils (WRC) proposed Natural Resources Plan (NRP).

The CEO (Paul Crimp) and David Hopman, Manager Assets and Operations (for MDC) are to make opening statements to the Independent Commissioners appointed to undertake the hearings.

These will be followed up on by Pauline Whitney of Boffa Miskell who is providing independent planning evidence for Council and MDC.

The evidence preparation is a significant process with the initial submissions totalling well over 70 pages. As the hearings progress onto more detailed aspects of the proposed NRP the workload associated with this process will expand for both planning and engineering staff of Council.

Lastly, Council will be aware that the Government has finally managed to get passage through Parliament of its reform of the Resource Management Act proposals. These will need careful review over the next few weeks, but particularly around the impacts of the revised provisions relating to Maori and subdivisions.

It is hoped that a report will be ready for the next Council meeting on any significant responses Council needs to take in response.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	95.5%	NCS. 5 out of 110 applications have exceeded timeframes. 4 have previously been reported on. The most recent occurred because of an administrative error due to staff absences.
s.223* certificates issued within 10 working days	100%	93%	NCS. 3 applications have exceeded timeframes.
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	97%	NCS. 1 application has exceeded timeframe as previously reported.

Council received 30 applications between 1 March 2017 and 30 April 2017.

As previously advised, the number of applications is now well ahead of long term averages and many of these are of a scale that means significant resources have to be applied to process them. Consequently we have continued to contract out a number of consent applications.

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

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	1	0	No action required

At last month's meeting Council requested a list of Reserve Management Plans to be provided. This has unfortunately not been completed due to staff being away for personal, training and leave purposes. It should be prepared in the next 2 weeks and will then be circulated.

1.4 Local Government Act – LIM's

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	0	1	1 complaint to date, resulting from an error in the property title data supplied to Council by LINZ.
My non-urgent LIM is processed within 10 days	100%	100%	All processed within statutory timeline.

TYPE	YTD 1 JULY 2016 TO 28 FEBRUARY 2017	PREVIOUS YTD 1 JULY 2015 TO 28 FEBRUARY 2016	PERIOD 1 FEBRUARY TO 28 FEBRUARY 2017	PREVIOUS PERIOD 1 FEBRUARY 2016 TO 28 FEBRUARY 2016
Standard LIMs (Processed within 10 working days)	140	137	41	50
Urgent LIMs (Processed within 5 working days)	52	41	16	12
Totals	249	240	57	62

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 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.33%	NCS – 296 of 298 CCC's were issued within 20WD. Information was misplaced resulting in the CCC's being issued on 29 and 35 days. Procedures are in place to try and prevent this happening again.
Building consent applications are processed within 20 working days	100%	99.00%	NCS – 397 of 401 consents were issued within 20WD. Those overtime were due to the large number of consents processed. Contactors have been secured to help with workflow.
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.
Earthquake prone buildings reports received	80%	63.43 %	Currently 144 of 227 known EQP premises had been addressed. Work in this area has been on hold until the new statutory regime was confirmed and took effect - in March 2017. A new 0.5 FTE staff role has been created (effective from 10 April 2017) to target these new provisions along with BWOFF and fencing of swimming pools.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	3	\$96,000.00
Industrial (covered farm yards, building demolition, warehouse and/or	4	\$531,500.00

storage, factory, processing plant, bottling plant, winery)		
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	67	\$7,921,029.00
Other (public facilities - schools, toilets, halls, swimming pools)	4	\$58,884.00
Totals	78	\$8,607,413.00

2.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	Not commenced due to staff member responsible being on maternity leave.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	89.7%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

INCIDENTS REPORTED (1 MARCH TO 30 APRIL)	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	0	0	1
Attack on Person	0	0	1
Attack on Stock	0	0	0
Barking and whining	3	2	3
Lost Dogs	1	0	0
Found Dogs	0	0	0
Rushing Aggressive	1	0	0
Wandering	3	0	7
Welfare	2	0	0
Fouling	0	0	0
Total	10	2	13

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 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	97%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls
Council responds to complaints regarding animals within 48 hours.	100%	96%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

INCIDENTS REPORTED	TOTAL
Stock	2

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 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	88.35%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 16 TO 30 APRIL 17	PREVIOUS YTD 1 JULY 15 TO 30 APRIL 16	PERIOD 1 MARCH 17 TO 30 APRIL 17	PREVIOUS PERIOD 1 MARCH 16 30 APRIL 16
Total	115	93	24	20

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 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	100%	All premises inspected at new or renewal application.
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2016 TO 30 APRIL 2017	PREVIOUS YTD 1 JULY 2015 TO 31 JANUARY 2016	PERIOD 1 MARCH 2017 TO 30 APRIL 2017	PREVIOUS PERIOD 1 MARCH 2016 TO 30 APRIL 2016
On Licence	8	14	2	2
Off Licence	8	14	3	6
Club Licence	1	1	0	3
Manager's Certificate	52	54	34	20
Special Licence	32	17	11	7
Temporary Authority	0	1	4	3
Total	189	164	54	41

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2016/17	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

Between 1 March and 30 April 2017 there were 17 notices sent out relating to trees and hedges, one complaint relating to litter, and four abandoned vehicle complaints.

INFRASTRUCTURE AND SERVICES

1. Group Manager highlights

The last 6 weeks has involved the submissions being received on the Wellington Region Waste Management and Minimisation Plan (WRWMMP) and the review of the tenders submitted for the Solid Waste contract. As these both will be long term arrangements and in conjunction with the 3 Wairarapa councils the deliberations have been detailed and are continuing.

Likewise the Strategic Business case for the Wairarapa Roding network has been done jointly with the three Wairarapa councils. This assessment outlines the strategic context and the case for investment for Masterton/Carterton and South Wairarapa District Council's transportation activity. It also provides the necessary framework for the Transport Activity Management Plan (AMP), a ten year plan designed to prioritise and address key transportation issues and how they might be actively managed.

The DLTP (District Land Transport Plan) 2018 must contribute to the purpose of the LTMA which seeks, 'an effective, efficient and safe land transport system in the public interest.' It is also required to be consistent with the Government Policy Statement (GPS) on land transport, and with Regional LTP

The strategic case:

- Outlines the strategic context and regional fit for proposed investment;
- Identifies the key problems and rationale for investing; and
- Discusses the potential investment benefits.

The position of Roding Engineer has also been advertised and we are currently reviewing applicants.

2. Water supply

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

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MARCH	YTD	MARCH	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		341		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%				
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		99.6%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards	95%		99.9%		

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
guidelines 2000					
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0 per1000 (0 complaint)	0 per1000 (0 complaint)	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0 per1000 (0 complaint)	0.29 per1000 (1 complaint)	0	1
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.29 per1000 (1 complaint)	2.01 per1000 (7 complaint)	1	7
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.29 per1000 (1 complaint)	9.78 per1000 (34 complaint)	1	34
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.29 per1000 (1 complaint)	2.01 per1000 (7 complaint)	1	7
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	(1/2) 50%	-	2	58
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	(3/3) 100%	-	2	58
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	(25/37) (68%)	-	37	266
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	(32/37) (86%)	-	37	266
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	40%	40%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		45.5%		

2.2 Water supply capital improvements

2.2.1. Featherston water supply

Stage 2, the treatment improvement works, have now been completed with testing of the UV and pH correction equipment commenced. The commissioning/proving period will follow. After one month of routine operation (beginning mid-May) Council will advise the Ministry of Health (MoH) that the project has been completed and is operating as intended. The balance of the subsidy available will then be claimed. Total project costs are not able to be confirmed as yet but expected to be in range \$1.35 - \$1.4M.

2.2.2. Water reticulation renewal

The tender for trunk pipeline renewal works for the Greytown urban supply in Woodside Road by Core Infrastructure Ltd is almost complete.

The project scheduled within the 2016/17 renewals programme requires replacement of 3 kilometres of 300 mm diameter asbestos cement pipe-line that is deemed to be nearing the end of its useful service life (constructed in

the 1970's). It is the second part of a three part rolling programme aimed at achieving full replacement of the trunk main in the 2017/18 year.

Work has progressed satisfactorily with some 100% of the pipeline laid to date with connection of laterals to follow. We have experienced some difficulty with overhanging trees near the start of the works and associated private owner concerns.

Not wishing to compromise the preferred alignment in this location a section of some 90 metres in length will be replaced using trenchless technology at an additional estimated cost of about \$30K thereby mitigating potential tree and tree root damage. This technology will not be deployed until Stage 3, 2017/18 where the railway crossing at Woodside will be managed in the same way.

This work is expected to be completed by mid-May 2017.

2.4 Water treatment plants

The Waiohine and Martinborough plants operated routinely over the period with some replacement of equipment. The new WTP with UV disinfection is installed and the commissioning period will run through May.

2.5 Water reticulation

There were 22 reticulation repairs reported and rectified during the period.

2.6 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory flows. There were 3 accounts for blockage clearing or no water flow for the Moroa network. None were reported for the Longwood network over the period.

3. Waste water

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

3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MARCH	YTD	MARCH	YTD
Number of blockages per 1000 connections	<10	0	8.46 per1000 (34 complaint)	4	34
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	-	0 per 1000 connections (0 overflow)	0 per 1000 connections (0 overflow)
Attendance time: from notification to arrival on site	< 1 Hr	-	-	1/1 (100%)	42
Resolution time: from notification to resolution of fault	< 4 Hrs	-	-	1/1 (100%)	41
% of resource consent conditions complied with to mainly complying or better*	90%				
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	0.99 per 1000 (4 complaint)	0	4
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.2 per 1000 (1 complaint)	0.99 per 1000 (4 complaint)	1	4
No. of complaints per 1000 connections received about sewage system blockages	< 15	0	8.46 per1000 (34 complaint)	0	34
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%	4/5 80%	-	4/5 (80%)	90% (37/41)

3.2 Waste water treatment plants

3.2.1. 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. This is currently being prepared by the consultants and is expected to be completed by the end of May.

The meeting on Saturday 8 April with previous submitters, adjoining landowners, the Featherston Community Board (invite emailed to chair on 24th March) and other interested parties updated attendees on the updated

consent and the process involved for them to make a submission when it is publically notified.

Staged improvements at Martinborough and Greytown WWTPs

Improvement works at the Martinborough site have commenced and the irrigator has been constructed. The original civil works design has been changed to progress the project with round precast elements already existing rather than a bespoke solution, as it there would have been an unacceptable delay. Realistically full completion of this phase cannot be expected until July/ August meeting the consent requirement of no later than November 2017 but later than we had anticipated.

Preliminary design works for the proposed improvements at the Greytown site have been completed with a number of minor matters to be resolved.

Procurement of the Stage 1B improvements will likely follow a ROI and RFP/ Design Build procurement process with start aimed in May 2018.

New aerators have been ordered for Greytown, which are in transit from the United States. These have arrived in NZ and the aerators will be in place by June, to assist with the treatment of the sludge and the planned desludging programme. The sludge bioremediation programme is planned to commence in July. Our application to Waste Minimisation Fund was denied.

3.2.2. Operational

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

3.2.3. Wastewater reticulation

There were 2 pipeline blockages reported during the period.

4. Storm water drainage

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

4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	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

There has been some localised flooding of gardens in Watt Street, Featherston due to the intense rainfall event on April.

5. Solid waste management

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

5.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	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%	Decreased by 16% for October	Previous 12 month increased 5.8% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

5.2 Waste management

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

5.3 Kerbside and associated services (Combined Contract MDC, CDC and SWDC 2017-2022)

Tenders for the combined waste services contract closed on 29 March 2017 and further information may be available at the meeting.

6. Land transport

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

6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MARCH	YTD	MARCH	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%	26/32 (81%)	231/293 (81%)	32	293
Meet annual plan footpath targets	Yes				

6.2 Roothing maintenance – Fulton Hogan

FH activities were concentrated on environmental activities in the Hinakura area with high cut completed on Hinakura, Bush Gully and Pahaoa Roads. This was complimented with water table cleaning on Pahaoa and Glendryneoch Roads.

The sealing of the culvert at Papawai was completed.

Footpath repairs were carried out in Kempton Street, Greytown and Princess Street in Martinborough.

Heavy maintenance metalling was completed in Underhill Rd.

Drainage Maintenance was completed on Underhill Rd.

The 'Gluepot' Te Awaiti Rd is being closely monitored and has been topped up with road metal as and when required.

The footpath and run up inspections have started in Martinborough and Greytown has been completed. Featherston was programmed to finish in this month.

6.3 Other activity

Due to IFS Forest Operations harvesting a private forestry block along Haurangi Road, Ruakokoputuna there has been increased monitoring and maintenance work schedule in this area. Specialised engineering opinion was sought to assess bridge/s along this route and their capacity to carry overweight vehicles. IFS are programmed to be harvesting this block for three years. SWDC officer/s has liaised with IFS and residents to put communication lines in place in order to keep the road at an acceptable driving condition during this period.

Service requests in this area have slowed this month following water table and road shaping work by SWDC contractors. With the wet weather approaching this area will continue to be monitored.



Figure 6.3a Ruakokoputuna Forestry site entrance 1



Figure 6.3b Bridge, Ruakokoputuna required structural assessment

7. 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.

7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2016/17	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%

7.2 Parks and Reserves

Winter sports codes are underway on the sports fields in all the towns. Bollards have been put across the road frontage of Collier Reserve in Greytown to prevent people from doing wheelies on the grass. Someone also got a vehicle onto Considine Park to do wheelies by driving onto the walking path at the Kitchener Street end – bollards have now been added to limit access to pedestrians and cyclists only. In Featherston, a number of trees around Clifford Square reserve (Windgrass triangle, skate park and playground) have been trimmed to keep branches away from the power lines.

7.3 Community housing

There have been no changes on the waiting lists from last report. There are five people waiting for flats at Martinborough, two at Greytown and twelve at Featherston.

The six monthly flat inspections at Westhaven flats were held on 12 April 2017.

The Residential Tenancies (Smoke Alarms and Insulation) Regulations 2016 requires landlords to have the right type of smoke alarms installed in residential tenancies. Insulation will be compulsory in all rental homes from 1 July 2019 – ceiling and underfloor insulation must be installed, where it is reasonably practicable to install. Wall insulation is not compulsory.

All smoke alarms in the community housing have been checked and any that did not have the long-life photoelectric smoke alarms with a battery life of at least eight years that meet the required product standards have been replaced.

Both landlords and tenants now have responsibilities to keep smoke alarms working.

An insulation programme was carried out for SWDC's community housing in 2011/12, and all units have ceiling insulation. The majority of units are constructed on concrete slabs, so there is no requirement for under-floor insulation.

7.4 Rental properties

A number of SWDC's rental properties are also affected by the Residential Tenancies (Smoke Alarms and Insulation) Regulations 2016, as these properties include residential accommodation. We are working through these to ensure compliance with the regulations.

7.5 Cemeteries

7.5.1. Purchases of burial plots/niches 24 March 2017 to 3 May 2017

	Greytown	Featherston	Martinborough
Niche		1	
In-ground ashes Beam			
Burial plot		4	2
Total	0	5	2

7.5.2. Ashes interments/burials 24 March 2017 to 3 May 2017

	Greytown	Featherston	Martinborough
Burial		2	2
Ashes in-ground		1	
Ashes wall		1	1
Total	0	4	3

7.6 Swimming pools

The three swimming pools have been winterised, and planning is underway for maintenance work to be carried out over winter. At Featherston pool, part of the solar heating system pipework is to be removed from the roof of the Rugby Club building. The roof of this building has been leaking, and while part of the problem may have been caused by blocked guttering, there is evidence that leaks from the solar heating system have contributed to damage. Council is assisting the Rugby Club with the roof repairs. The solar heating system will be assessed to determine the impact of removing this section of pipework, and if it is found to be necessary, we will install new solar pipe on the roof of the grandstand before the start of the 2017/18 season.

7.7 Events

7.7.1. Featherston

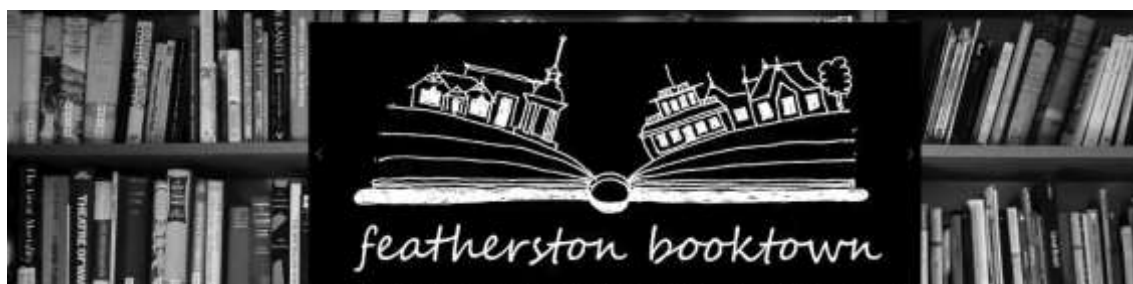
Completed events:

Ride the Rail (Cross Creek Railway Society Inc) is being held every Sunday through to the last Sunday in April 2017 (Clifford Square, Featherston)

Ron Hughes Memorial Athletics Meet which was to be held Sunday, 25 March 2017 (Card Reserve, Featherston) was CANCELLED, and will now take place next season.

Future events:

Featherston Booktown 2017 is being held from Friday, 12 May to Sunday, 14 May 2017



7.7.2. Greytown

Completed events:

Greytown Country Market at Stella Bull Park – Sunday, 18 December 2016, 15 January 2017, 19 February, 19 March and 16 April 2017 – this is the end of the season until October 2017



Wairarapa Balloon Society Inc – Park to Paddock Challenge – Soldiers Memorial Park, Saturday, 15 April 2017



Future events:

7.7.3. Martinborough

Completed events:

Wairarapa Balloon Society Inc – Meander Over Martinborough – Soldiers Memorial Park, Saturday, 15 April 2017



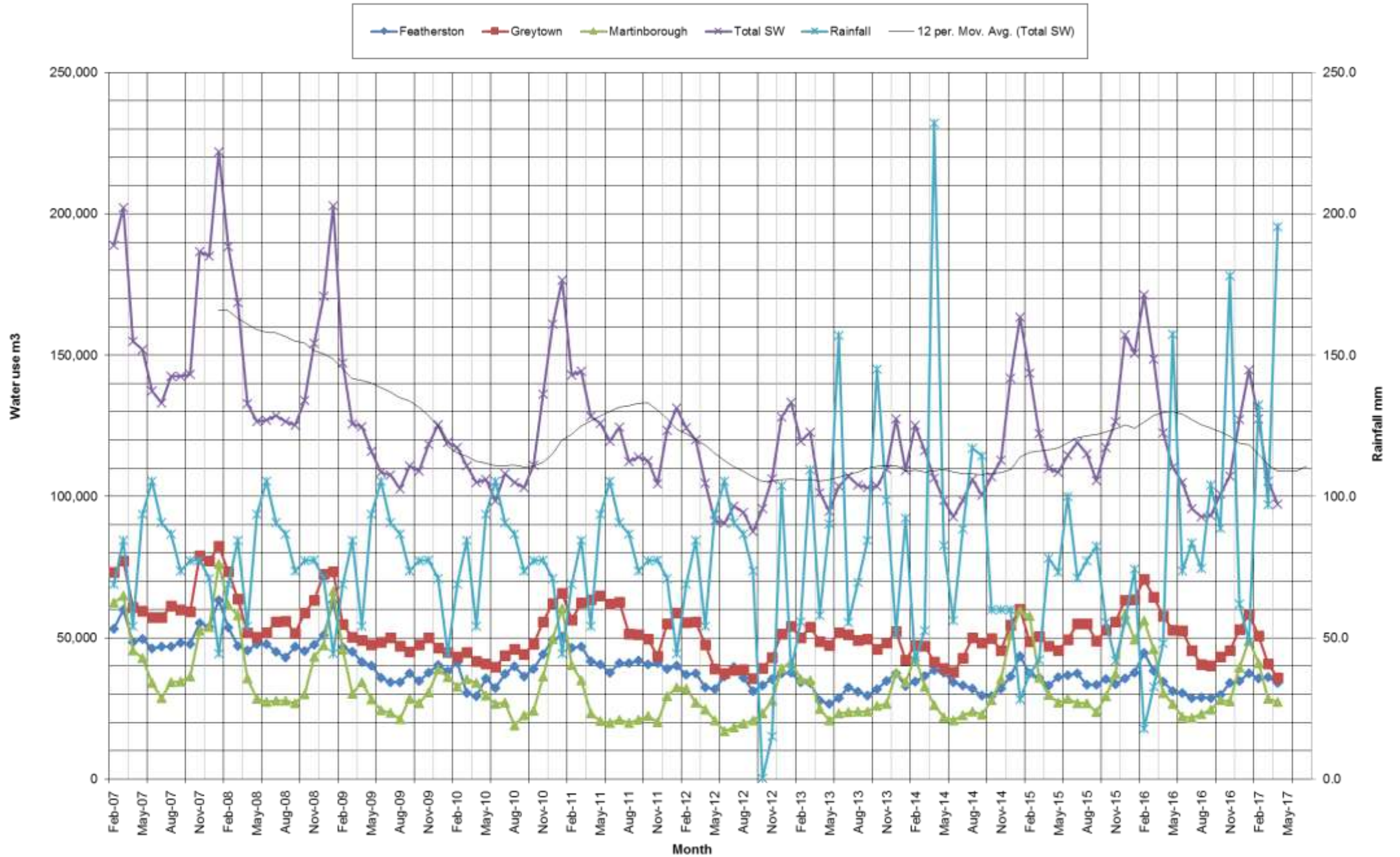
Appendices

- 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

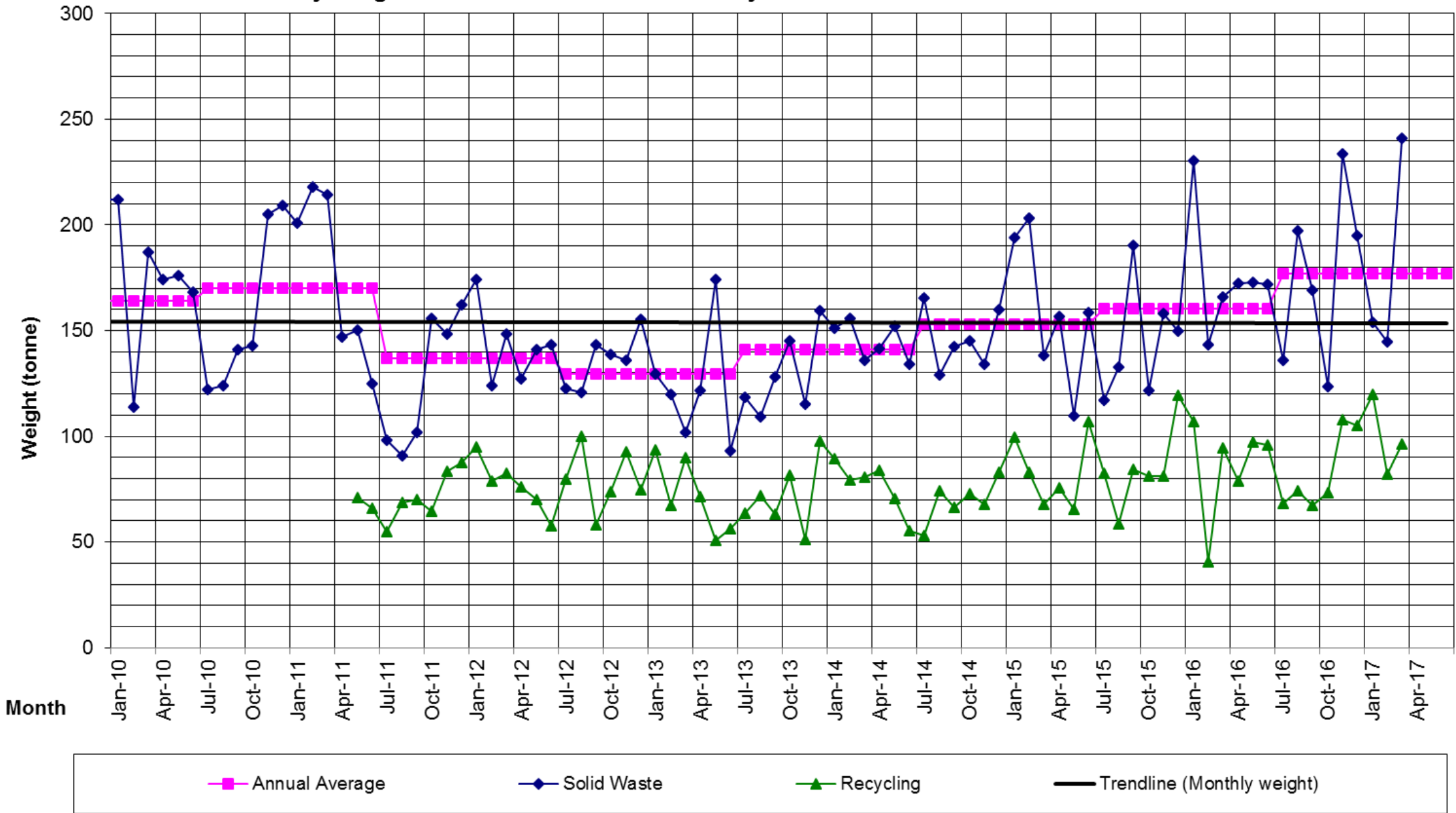
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



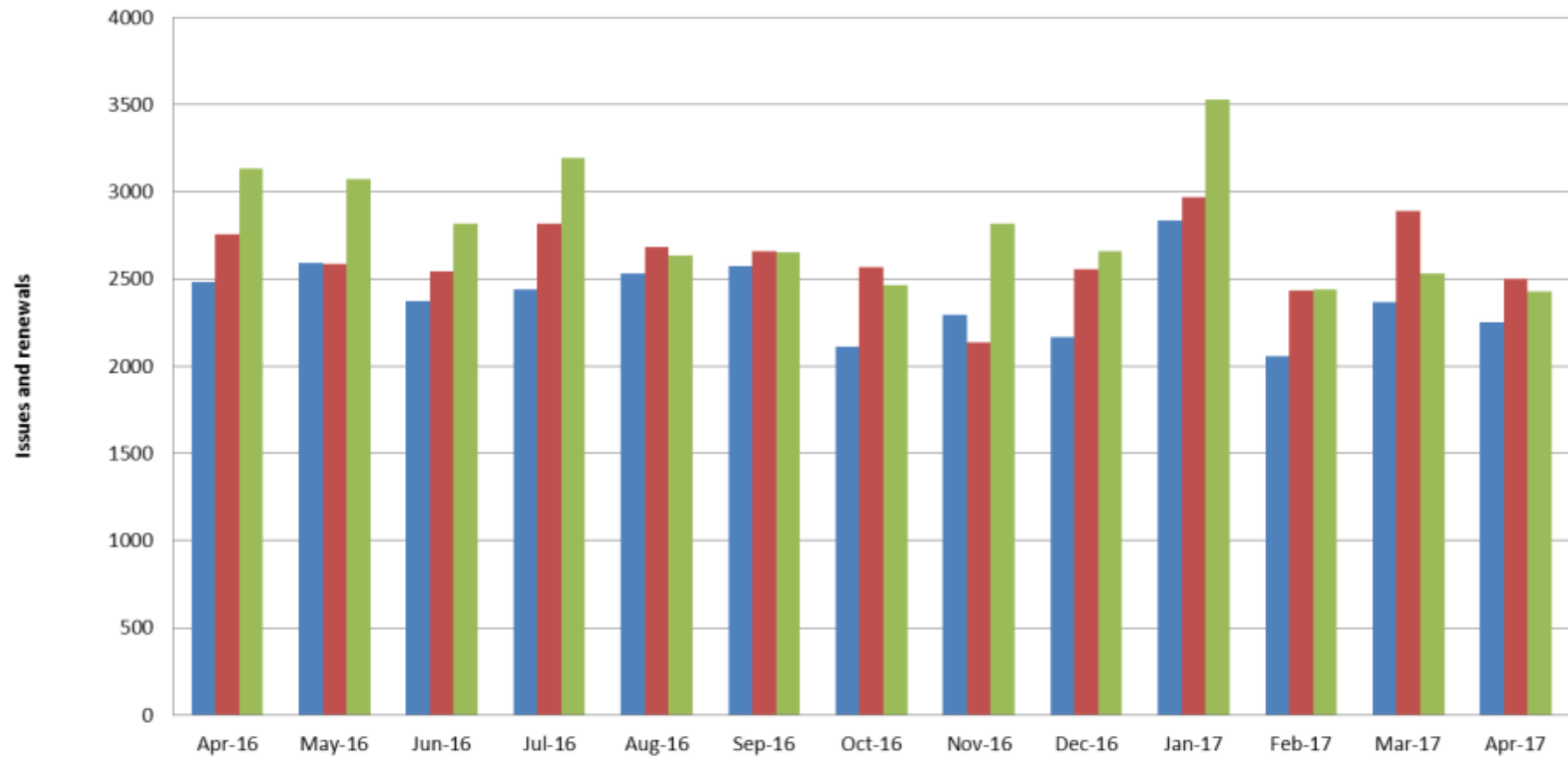
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



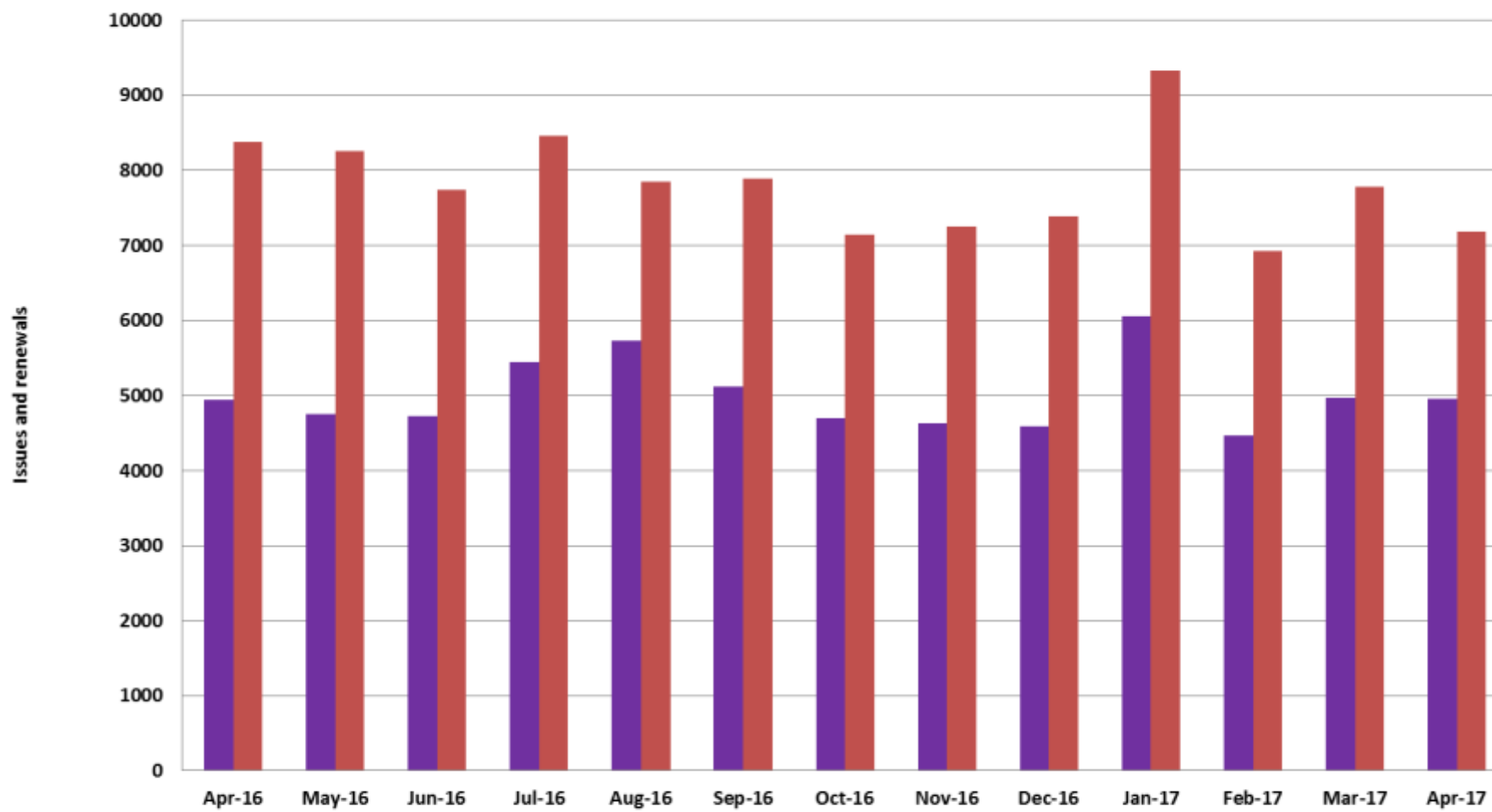
Appendix 3 – Library statistics

South Wairarapa libraries - issues and renewals to April 2017



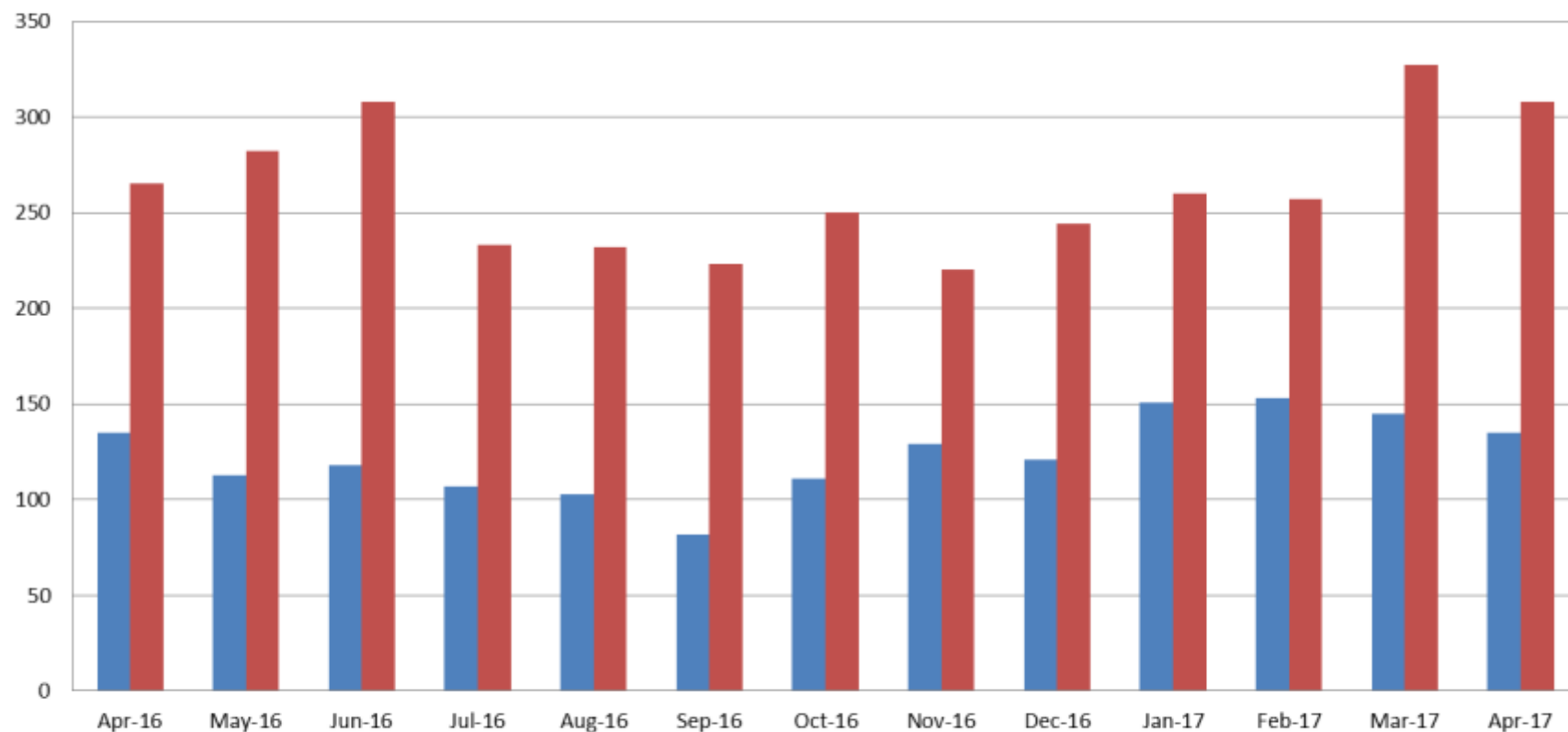
	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
■ Featherston	2482	2591	2375	2440	2533	2574	2113	2296	2167	2836	2057	2369	2254
■ Greytown	2757	2588	2543	2820	2684	2659	2567	2136	2556	2967	2432	2888	2503
■ Martinborough	3134	3074	2820	3197	2635	2654	2467	2819	2661	3526	2442	2529	2427

Wairarapa Library Service - issues and renewals to April 2017



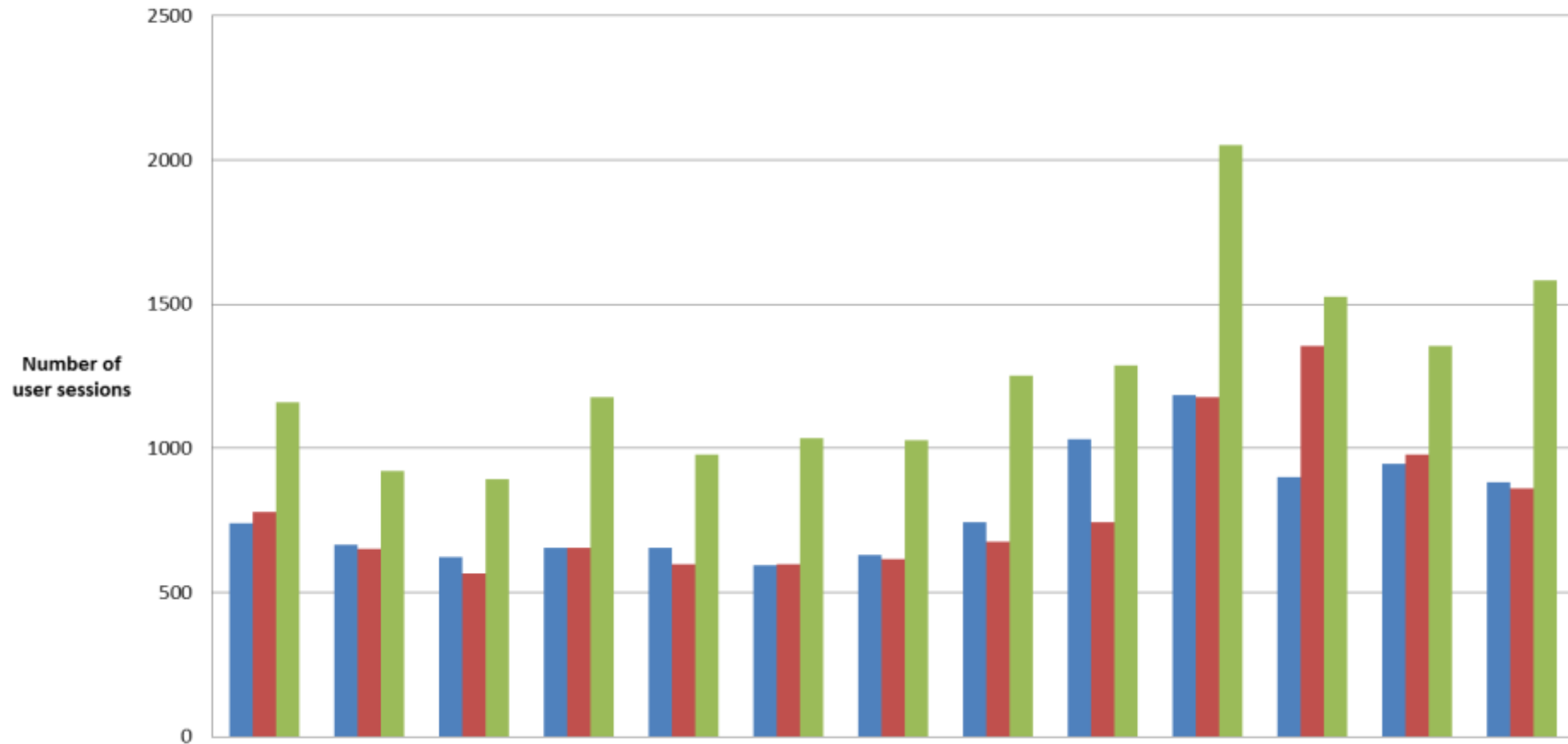
	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
Carterton	4948	4752	4730	5444	5733	5126	4698	4629	4586	6051	4468	4972	4951
South Wairarapa	8373	8253	7738	8457	7852	7887	7147	7251	7384	9329	6931	7786	7184

Wairarapa Library Service - audio and e-book issues to April 2017



	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
Audiobooks	135	113	118	107	103	82	111	129	121	151	153	145	135
E-books	265	282	308	233	232	223	250	220	244	260	257	327	308

APNK Wi-fi user sessions to April 2017



	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
■ Featherston	738	666	621	655	653	593	628	745	1030	1183	900	945	882
■ Greytown	779	651	567	653	599	597	617	675	745	1177	1354	979	861
■ Martinborough	1159	920	894	1177	977	1036	1026	1251	1288	2050	1524	1356	1581

MARTINBOROUGH COMMUNITY BOARD

29 MAY 2017

AGENDA ITEM 6.4

BEAUTIFUL TOWNS AND CITIES AWARDS

Purpose of Report

To inform community boards about the beautiful town award and provide information about how to nominate their town.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Beautiful Towns and Cities Awards Report.*
2. *Consider whether the Community Board wishes to coordinate a nomination/s to the Beautiful Towns and Cities Awards.*

1. Executive Summary

Mayor Napier has received an invitation from Keep NZ Beautiful for South Wairarapa District Council to participate in the Beautiful Towns and Cities Awards (see Appendix 1).

There are four main award categories: Beautiful Towns and Cities, Kiwi's Choice Award, Best Loo Award and Best Street Award.

There are a number of other award categories available for individuals, businesses, schools and community groups to enter.

Entries for all categories are valid for projects, campaigns and initiatives, which have been completed between September 1 2016 and September 1 2017. Entries will open, (official criteria and terms & conditions released) on June 1st 2017.

Further information on the Keep NZ Beautiful awards and their other initiatives can be found on their website (www.knzb.org.nz/beautifulawards).

2. Beautiful Towns & Cities Award Category

These awards recognise and celebrate positive actions taken by communities in local and urban areas to protect and enhance their local environments. They encompass initiatives such as litter prevention, recycling, protection of the environment, preserving heritage, community action and leadership and environmental sustainability programmes.

There are four categories for this Award:

- Most Beautiful Suburb – open to all suburbs in NZ
- Most Beautiful Small Town/Village – Population of 5,000 or less
- Most Beautiful Large Town – Population of 5,000 – 20,000
- Most Beautiful City – population of 20,000+

In 2016 Fielding won the Most Beautiful Large Town award for the 15th time. 2016 winners for all categories can be found on the Keep NZ Beautiful website - there appears to be no winner (perhaps no entries) for the Most Beautiful Small Town/Village in 2016.

2.1 Gala Award Evening

On October 13th 2017 Keep NZ Beautiful will recognise the environmental excellence of individuals, groups, businesses and schools at its annual "Beautiful Awards" which are being held at Craggy Range Winery in Hastings.

Tickets for this evening will be available from June 1st 2017 from Keep NZ Beautiful.

2.2 Financial Considerations

Should the Community Board wish to send a member to the Gala Dinner, the ticket cost, travel and accommodation would need to be met by the Community Board.

3. Appendices

Appendix 1 – Correspondence from Keep NZ Beautiful

Contact: Mayor Viv Napier
Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Correspondence from Keep NZ Beautiful



South Wairarapa District Council
PO Box 6 Martinborough 5741

Monday 8th May 2017

Dear Mayor Napier,

Re: Invitation for South Wairarapa District Council to enter the "Beautiful Towns & Cities Awards"

The Beautiful Awards are a prestigious awards evening that recognises New Zealand's best towns, cities and local heroes, who lead the way with their outstanding environmental and beautification work.

We would love for **South Wairarapa District Council** to be recognised for the great environmental work that has been done in your region over the past 12 months. Below are a few award categories for you to consider entering:

BEAUTIFUL TOWNS & CITIES

These awards recognise and celebrate positive actions taken by communities in local and urban areas to protect and enhance their local environments. They encompass initiatives such as litter prevention, recycling, protection of the environment, preserving heritage, community action and leadership and environmental sustainability programmes.

There are four categories for this Award.

- 173. Most Beautiful Suburb – open to all suburbs in NZ
- 174. Most Beautiful Small Town/Village – Population of 5,000 or less
- 175. Most Beautiful Large Town – Population of 5,000 – 20,000
- 176. Most Beautiful City – population of 20,000+

KIWI'S CHOICE AWARD

This award recognises a favourite spot in New Zealand. Judging is done based upon location, facilities available, natural beauty, man-made beauty, cleanliness, popularity, and uniqueness. Anyone in New Zealand can nominate his or her favourite spot to win the Kiwi's Choice Award, however the award will be given to the local council.

BEST LOO AWARD

This award recognises the best public toilet in the country. It will take into account the location, the cleanliness and facilities of the interior and exterior and environment around the loo. This category is open to any one who manages/oversees a public toilet.

BEST STREET AWARD

This award recognises and celebrates a street that clearly stands out in the community. It will take into account the efforts that have been made for beautification, cleanliness and community pride. Gardens are cared for and the street feels safe, there is no evidence of graffiti or litter and plans are in place for keeping the street beautiful.



OTHER AWARD CATEGORIES

In addition to the outlined awards, we have a range of awards that are available for individuals, businesses, schools and community groups to enter also.

These include:

- 345 Tidy Kiwi
- 346 Young Legend
- 347 Community Environmental Initiative
- 348 Sustainable School
- 349 Community Group
- 350 Most Innovative Business Packaging
- 351 Most Sustainable Business Project
- 352 Most Sustainable Business

We would love your support to help us promote these great awards to your local community so we can acknowledge them for their environmental efforts over the past 12 months. We have a range of promotional posters, digital tiles, press releases and other assets available that we are happy to share with your team. Please email marketing@knzb.org.nz for more information.

Entries to all categories are valid only for projects, campaigns and initiatives, which have been completed between September 1st 2016 and September 1st 2017. **Entries open on June 1st, 2017 and close on September 1st, 2017.**

For a full list of award categories please see www.knzb.org.nz/beautifulawards.

GALA DINNER

All award winners will be announced at the Annual Keep New Zealand Beautiful Awards Gala Dinner, to be held on Friday October 13th at Craggy Range Winery in Hastings.

We would like to extend a formal invitation to you to purchase a seat (or table) at the awards evening. Enclosed is a save the date for the evening. Tickets will be on sale from June 1st at www.knzb.org.nz/beautifulawards.

Keeping New Zealand Beautiful is a big job – and we couldn't do it without you.

Kind Regards,

Jodie Stuart
National Marketing Manager
marketing@knzb.org.nz
(022) 3566 334

MARTINBOROUGH COMMUNITY BOARD

29 MAY 2017

AGENDA ITEM 6.5

APPLICATIONS FOR FINANCIAL ASSISTANCE

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the information.*
2. *Consider the application from the Wairarapa Citizens Advice Bureau requesting \$350 towards the costs associated with the provision of a free advice and information service to the community.*
3. *Consider the application from the Martinborough Homework and Breakfast Club requesting \$645 towards the costs associated with continuing to provide a free breakfast for children in need.*
4. *Consider the application from the Martinborough Cricket Club requesting \$794 towards the costs associated with purchasing new cricket gear bags, balls, grips and score books.*
5. *Consider the application from the Martinborough Hockey Club requesting \$2,173 towards the costs associated with purchasing new hockey shirts, turf usage fees, balls and carrier, protective masks, coaching bag and folder and the cost of providing an umpire at 1st XI games.*
6. *Consider the application from the Martinborough Netball Club requesting \$950 in order to subsidise player fees.*
7. *Consider the application from the Martinborough Rugby Club requesting \$1,000 towards the costs associated with transporting senior teams to away fixtures.*
8. *Consider the application from Martinborough School requesting \$980 to purchase 10 basketballs and 10 basketball shirts so children are encouraged and can participate with pride at the yr7 and yr8 interschool basketball competition.*
9. *Consider the application from Martinborough Music Festival requesting \$1,000 towards the costs associated with running a classical music festival in September 2017 in Martinborough.*

10. Consider the application from the Wellington SPCA requesting \$1,000 towards the costs associated with providing an inspectorate service to the community.
11. Consider the application from the Wairarapa Mathematics Association requesting \$200 towards the costs associated with running the annual maths week competition for students.

1. Executive Summary

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

Ten applications have been received in this application period, requesting a total of \$9,092 out of a budget commitment for grants of \$5,860.

Applicant	Amount Requested
Wairarapa Citizens Advice Bureau	\$350.00
Martinborough Homework and Breakfast Club	\$645.00
Martinborough Cricket Club	\$794.00
Martinborough Hockey Club	\$2,173.00
Martinborough Netball Club	\$950.00
Martinborough Rugby Club	\$1,000.00
Martinborough School	\$980.00
Martinborough Music Festival	\$1,000.00
Wellington SPCA	\$1,000.00
Wairarapa Mathematics Association	\$200.00
Total	\$9,092.00

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 14th May or 30th 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
Wairarapa Citizens Advice Bureau	No outstanding accountability forms
Martinborough Homework and Breakfast Club	No outstanding accountability forms
Martinborough Cricket Club	No outstanding accountability forms
Martinborough Hockey Club	No outstanding accountability forms
Martinborough Netball Club	No outstanding accountability forms
Martinborough Rugby Club	No outstanding accountability forms
Martinborough School	No outstanding accountability forms
Martinborough Music Festival	No outstanding accountability forms
Wellington SPCA	No outstanding accountability forms
Wairarapa Mathematics Association	No outstanding accountability forms

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

SOUTH WAIRARAPA DISTRICT COUNCIL

29 MAY 2017

AGENDA ITEM 6.6

INFLATABLE SLIDE AND OTHER OPTIONS

Purpose of Report

To inform Community Board members of the change in requirements around the use of the inflatable slide and to provide alternative options.

Recommendations

Officers recommend that the Community Board:

1. *Receives the information;*
2. *Agrees to the sale of the inflatable slide to a pool operator with a suitable depth pool; and*
3. *Agrees to purchase the replacement inflatable items proposed, and to fund any difference between the cost of these and the sale price of the inflatable slide.*

1. Executive Summary

Martinborough pool's inflatable slide was not used during the 2016/17 pool season due to concern that the pool depth was not sufficient for the height of the slide. New recommendations from the manufacturer indicate that it is not suitable for the shallow depth of Martinborough pool. It is proposed that the slide be sold to an operator with a sufficiently deep pool, and that inflatable items more suited to the depth of the Martinborough pool be purchased.

2. Discussion

2.1 Pool depth investigation

In August 2016, the Porirua City Council decided to ban diving at the Cannons Creek swimming pool following an accident where a 10 year old girl received suspected head and spinal injuries in a dive gone wrong. The Cannons Creek pool is 1 metre deep. There is no New Zealand standard regarding safe pool depths for diving, however after consideration of international standards, the Porirua Council determined that the pool was too shallow to allow diving, even under the supervision of a swimming club or trained swimming instructor. Officers carried out a similar review for the south Wairarapa pools, and concluded that diving should be stopped at all pools except for the deep end of the Greytown pool. An exception was

made for dive training carried out by the swimming clubs, and those schools which had a trained instructor.

2.2 Martinborough slide

As part of the review of diving at south Wairarapa pools, officers sought advice from the supplier of the inflatable slide as to the recommended water depth for use with the slide. At the time of purchase, the supplier had set no requirements for water depth; however they appear to have reviewed this, possibly as a result of the Cannons Creek incident, and now offer a guide in which both patron height and pool depth are factors. In the case of the Martinborough slide, which is 2.4m high, even at the deep end of the pool (1.3m), a maximum patron height of 200mm is recommended. This effectively renders the slide unusable at Martinborough pool.

2.3 Options for disposal of the slide

The slide was purchased early in 2014 for a price of approximately \$4000 including GST. It was used for the remainder of the 2013/14 season, and the 2014/15 and 2015/16 seasons. Prior to the 2016/17 season, it was returned to the manufacturer for an overhaul, and is in excellent condition. Officers see no difficulty in achieving a good sale price to a pool operator who has sufficient depth of water.

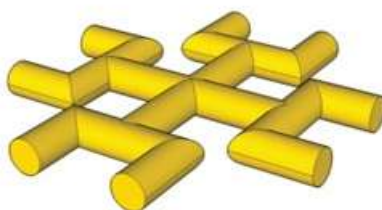
It should be noted that Greytown Community Board has requested a slide for Greytown pool. An external slide, similar to a playground slide, is likely to cost over \$6000 because it required the provision of suitable soft-fall material around the ladder, and a piped water supply. The depth of the pool at the deep end is 2.4m, meaning the inflatable slide could be used there by patrons up to 2.2m (7 foot) in height under the suppliers guidelines. It is proposed that the Martinborough slide be offered for sale to Greytown Community Board before anyone else.

2.4 Options for alternative pool equipment

The inflatables supplier now offers a range of items suitable for shallow pools. These are items which are virtually impossible to stand on, but still provide for pool fun. All of these items except the maze are air-tight, as opposed to the slide which required an electrical connection to an air-blower, which needed to run the whole time the slide was in use.

2.4.1. Aztec

The Aztec is a floating inflatable which can float freely in the pool, or can be anchored as a play island in the middle of the pool.

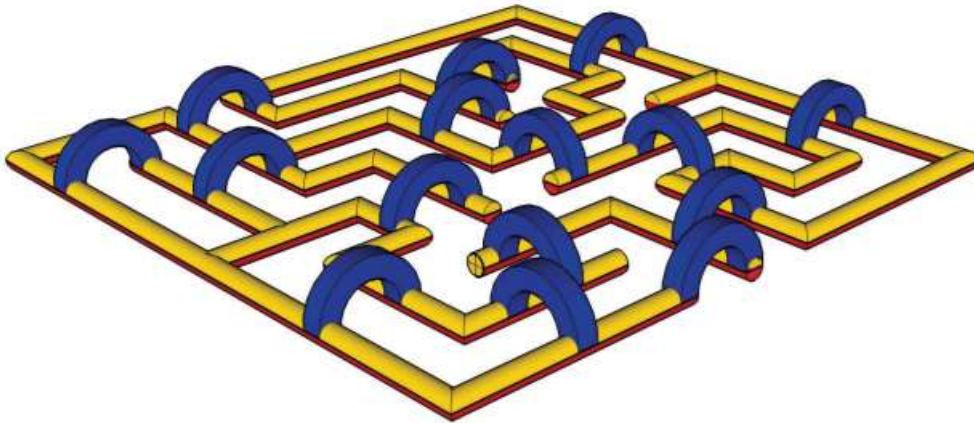


4.7m x 4.7m x 0.5m

Price \$2900 +GST

2.4.2. Floating maze

The maze can be positioned at any point in the pool, however the supplier recommends maximum patron height of 1.8m at the shallow end.



Wade and swim your way through this maze.
The maze is NOT designed to support the weight of the patrons so it can be used in any depth of water.

6.5m x 6.5m x 0.6m high

Price \$4900 + GST

2.4.3. Octonut


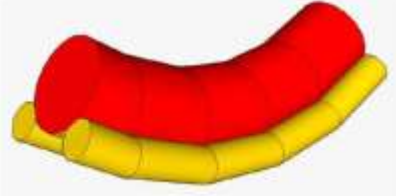
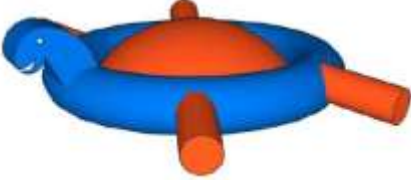
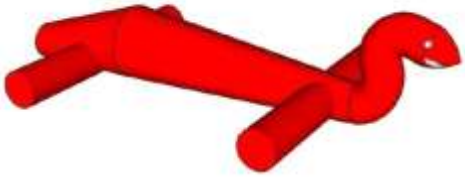
The octonut is a large inflatable ring, suitable for several people at once. Purchase of two or more of these would be an option as it would enable teams of children to have races with them.



Price \$750 + GST each

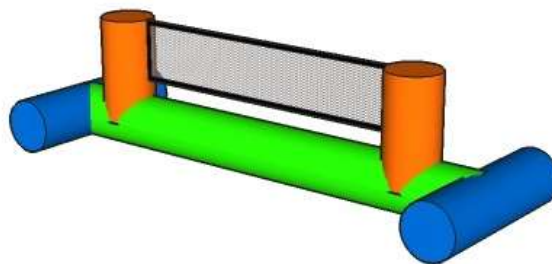
2.4.4. Creatures

There are a number of air-tight creatures of varying sizes and prices.

<p>Crayfish Size: 3.7m long x 3m wide Price: \$2800excl gst</p> 	<p>Hotdog Size: 2.4m x 0.6m high Patron Height: 1.6m Price: \$1680.00excl gst</p> 
<p>Turtle Size: 2.5m long x 0.6m high Maximum Patron Height: 1.6m Price: \$2500excl gst</p> 	<p>Creature Size: 2.5m long x 0.6m high Maximum Patron Height: 1.6m Price: \$1300excl gst</p> 

2.4.5. Volleyball net

A floating volleyball net which can be tethered at either end of the pool, depending on age/size of users, is also a possible option. This one is 11m wide (full width of the pool) and comes fully inflated.



Price \$2300

3. Conclusion

The inflatable slide should be sold, with Greytown Community Board to have the first opportunity to purchase for Greytown pool. An asking price of \$3500 is proposed.

To replace the slide, the following items are recommended : two octonuts and one Aztec inflatable – total cost \$3650, with MCB to fund the difference between this cost and the price received for the inflatable slide.

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

MARTINBOROUGH COMMUNITY BOARD

29 MAY 2017

AGENDA ITEM 6.7

PAIN FARM REPORT FOR THE PERIOD ENDING 20 MAY 2017

Purpose of Report

To provide Community Board members with the latest Pain Farm report from farm consultant John Donald, and to respond to questions raised by the Board.

Recommendations

Officers recommend that the Community Board:

1. *Receives the Pain Farm Report for the period ending 20 May 2017.*

1. Background

The accompanying report (Appendix 1) is from John Donald, who is contracted by the Council to conduct periodic reviews of the lessee's farm practices. The Community Board has requested a report on the status of the other shelter belts and the likely work and future costs of maintaining the shelter belts over the next 10 years. John Donald's report covers this generally but no specific costings are provided.

2. Discussion

2.1 The Farm

The current lease of Pain Farm ends on 30 May 2017 with no right of renewal. The Board has suggested a rollover with the current tenant. The current tenant has suggested that the value of the lease in future may be somewhat less than it was in 2012. Accordingly, a commercial valuation is being commissioned as required under Council's leasing policy. The current tenant will continue on a monthly tenancy and has indicated an intention to tender for the new lease, which is expected to be in place by September 2017.

An agreement has been reached with the farmhouse tenants to remove the western shelter belt trees over the next year. The tenants have qualifications and experience with this kind of work, and a health and safety plan will be put in place before work starts. The resulting wood will go to the tenants, with a portion kept aside for the Community Board to dispose

of as fund-raising. This enables the removal of the trees at no cost to Council. The same approach is proposed for the remaining shelter belts, although the southern one which shelters the homestead may need to be trimmed and tidied rather than removed completely. Mechanical trimming would cost in the order of \$5000 every few years.

Earthcare have been reminded of their obligation to maintain the vegetation on the transfer station site, including dealing with the boxthorn.

2.2 The Farmhouse and Cottage

On-going issues with the septic tank at the farmhouse have now been resolved, and a regular maintenance plan has been put in place. Likewise, a leak in the roof has also been repaired.

The farmhouse tenants have raised concerns about cold and damp in the house in winter. The original heating and ventilation design for the house relied on five fireplaces (kitchen, dining room, lounge and two bedrooms), along with bottom and top-opening sash windows. There was probably also a maid who spent all day scurrying around with arm-loads of firewood, keeping all the fires going. The chimneys and fireplaces in the bedrooms on the south side of the house have been decommissioned; the remaining three fireplaces have modern woodburners installed. The house has ceiling insulation, but apparently it hasn't been possible to get under the floor to place insulation there – this will be investigated, as in a house of this age and style it should be possible to get under it. It is proposed to investigate the likely value and cost of a heat recovery system for the house – this is not just for the comfort of the tenants, but also for the long-term preservation of the building itself.

The homestead is overdue for repainting, and it is proposed that this is cost for the long-term plan 2018.

3. Appendices

Appendix 1 – John Donald report of Pain Farm to 20 May 2017

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

**Appendix 1 – John Donald
report of Pain Farm to 20
May 2017**

PAIN FARM REPORT.

20 May 2017.

Firstly, an apology for this report being late – the undersigned has been overseas for nearly five weeks.

A farm inspection was carried out recently. As with the rest of the district, there has been a great deal of grass growth. Consequently, the farm is looking well. The barley crops have been harvested, but there was no sign of the autumn fertiliser being applied at that stage.

A fence on the northern side of the transfer station is in urgent need of repair, plus two sets of panelled rails nearby.

At the Boards request, an opinion on the internal shelter belts and in the longer term, is provided.

There are two. Both growing alongside the same fence and running East to West through the centre of the property. The Eastern one is directly South of the homestead and may well have been planted as Southerly shelter for the house. It is close planted with two rows of pine trees. However, the second row seems to have been planted as an afterthought. They have not developed at all, probably because of moisture stress from the older row. Those trees are not timber value because they have never been pruned, but could well be left there as shelter for the Pain house. Also, the reasonably new cattle yards and the now redundant sheep yards are right beside them. If, in the future there are to be no stock on the property, the materials from the cattle yards should be recovered and sold..

The Westerly plantation is a single row of close planted Macrocarpa. It is purely a shelter belt with no timber value. Apart from trimming every five years or so, it could well remain there, but removing it would yield some firewood. That option could be a money earner, if it was felt that there was a need to cut it down.

It was not possible to inspect the Southern end of the pine plantation which is already planned for removal. This portion is directly behind the transfer station and appeared, at a distance to have been partially pruned.

Hopefully, the above may be of some help[.

John Donald.

MARTINBOROUGH COMMUNITY BOARD

29 MAY 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.

Recommendations

That the Martinborough Community Board:

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

1. Meetings and Events

2 May 2017	Draft Annual Plan Public Meeting
17 May 2017	Obesity Working Group – Victoria Read and Maree Roy attending
23 May 2017	Local Government Commission Hearing – Victoria Read attending in my absence.

Looking ahead:

31 May 2017	SWDC AP submissions hearing – Victoria Read attending.
14 June 2017	Infrastructure and Planning Working Party
5 July 2017	MCB workshop

My thanks to Victoria Read for speaking on behalf of the Community Board at submission hearings during my absence.

2. Action updates

Submissions have been made to LGC on the Draft Wairarapa District Council proposal and to SWDC on the Annual Plan.

Community Engagement – I have started work on this plan and will be able to circulate a proposal in June.

3. MCB updated budget

Attached separately. The budget allows for grant funding of \$5,680 in the May round. However, there is a projected surplus of nearly \$5,000 which members may wish to consider when looking at grant applications.

Recommendation: Receive the budget.

4. Other Business

Members may wish to discuss the Chorus Cabinet Art and the Poppy Road Signs Project as well as the results of Maree and Pam's Martinborough walk around inspection of footpaths and crossings. Alternatively detailed discussion of these projects could be deferred to the MCB workshop on 5 July.

Recommendation: that we develop some principles around repair and new footpath / crossing priorities based on proximity to Square / Wharekaka / Martinborough School factoring in the level of public demand for specific extensions of the footpath network.

5. Considine Park Committee

I have received one expression of interest from Max Stevens.

6. Appendices

Appendix 1 – MCB updated budget

Appendix 1 – MCB updated budget

INCOME

Carried Forward	6,278.65
Annual Plan	31,678.00
TOTAL INCOME	37,956.65

EXPENDITURE

Members Salaries	15,450.00
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General Expenses

CB Conference Spent	931.29	One attendee at CB conference (SWDC pays for one)
CB Conference Provision	1,068.71	
Economic Development Conference (V Read)	391.30	
Community Board Levy	166.67	
Miscellaneous Stationery / Bus Cards	128.62	
Total General Expenses	2,686.59	

Strategic Objectives

A Vibrant Martinborough Town Centre

Waihinga Centre	
Turf Turning	696.75
Coops Hoops donation to Waihinga Centre	75.00
Christmas	
SWDC fees for Christmas Parade	250.00
Square Lighting	
Fairy light repairs (Cotter & Stevens)	208.48
Martinborough Banners	1,783.75
Provision for banner hanging	600.00

An Engaged, Involved Community

Fireworks	752.00
Matherapa	200.00
Pool Access Programme	167.00
Considine Park Bench Plaques	63.48
WW1 Commemorations (moved to 2017_18 budget)	0.00
Community Engagement	200.00
Contingency	0.00

TOTAL STRATEGIC OBJECTIVES	4,996.46
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Financial Assistance

August Grants	
Scout Jamboree	250.00
Citizens Advice	350.00
Mens Shed	1,540.00
March Grant (out of cycle) Martinborough FC	2,000.00
May Grants Pool	5,860.00
Total Financial Assistance	10,000.00

TOTAL EXPENDITURE	33,133.05
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BUDGETTED SURPLUS/(DEFICIT)	4,823.60
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Report: Community Boards Conference 2017

Written by: Victoria Read

Fiona Beattie and I attended the conference in Methven. The conference was very successful and provided us an opportunity to get to know our other Wairarapa Members as well as members from around the country. The following is a summation of the presentations and workshops we attended. I have also attached the slides of an excellent presentation by David Hammond about the possibilities for expanding the role of community boards.

David Rutherford

Take home messages

We all need to be accountable for each other

Peace is founded on respect and understanding for one another

Concept of Home as the primary healthcare facility - brings the issue adequate housing to the fore

Sam Johnson

Its ALL about social connection

Helping is often about giving people "permission" to do things

Everyone has something to offer - its just about identifying it

You need to give people clear instructions when setting them a task and then leave them to it

Programmes:

SVA Guide to project success- for schools

WeWork initiative

Serve for NZ (with the RSA)

Eyal Halamish

Think like an entrepreneur - ie try and solve unmet human needs

IDEA Ideas Design Evaluate Action

How do we act - Try Measure Learn Try... your competitive advantage is the ability to learn faster than anyone else

Oursay.org - A platform for sustained engagement.

Peter Biggs

People in NZ don't feel connected to their local communities (- real or digital) but they want to feel this connection

We can use our role to promote ways for people to get to know each other

1. Supportive behaviour
2. Physical places that facilitate social connection

The arts have an important role to play in stimulating economies

Malcolm Alexander - LGNZ Big Ticket items

1. Water 2050 - Quality, Quantity/Allocation and Affordability
2. Climate Change
3. Council Mark

Workshop - Responding to community engagement

Could community board hold a volunteer recognition ceremony

Intentional Exclusion happens with council consultation quite often
Outrage - important to diagnose the outrage at an early stage
Outrage management focuses on those who are highly involved - and especially those who have attentives/followers/browsers.
Outrage management: Steps: (DAVE) = Declare Acknowledge (prior misbehaviours or mistakes)
Vision (outline where you want to go next) Evaluate
Oursay.org online tool.

David Hammond

Council and Community Boards should be equal partners
The Board Charter or TOR should be produced from a conversation of equal partners
Community Boards main role should be Community Place Shaping.
Example : The Coromandel Experiment

Donald Riezebos

For CB representation reviews or Amalgamation proposals they will consider

1. Will what is proposed result in effective representation
2. Will the district have the resources to allow organisations to carry out their roles
3. Will the organisations reflect the communities of interest

Workshop - Engaging Youth in to LG

Mentoring is important for engaging with youth
A role in LG looks good on your CV - this is a big drawcard
Let Youth have a voice - something as simple as a \$500 scholarship and make them accountable with reporting back to us and talking to a school group

Workshop - Organisation + Engagement = Great Outcomes

Engagement reduces risk
Engagement will restore trust over time
Ask community HOW they want us to engage with them

Nick Williamson

Revisiting/rethinking town planning or other council processes to engage a wider audience
Thinking of new ways to undertake traditional tasks
Speed up - Go fast be lean and agile



Nothing short of equal

New Zealand Community Boards'

Conference May 2017



David Hammond
Director of Hammond Robertson Ltd
M. +64 27 444 6368
www.hammondrobertson.co.nz

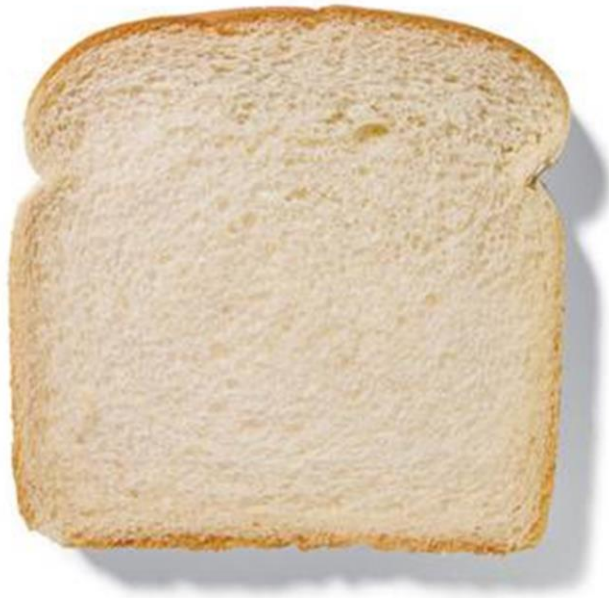


HAMMOND
ROBERTSON

Good morning to delegates. It is a pleasure to be invited to speak to you on a topic close to my heart, which I have titled somewhat provocatively, 'Nothing short of equal'. Having finished the delight of a local government career beginning in 1992 with the last nine years as a CEO my diverse involvements include leading the local government sector in dealing with Freedom Camping, and advising both governance and senior staff around strategic planning and community engagement.

29

29 / 100 is what we scored in the eyes of the public back in 2014 in local government reputation. When I started in local government in 1992 councils were respected by virtue of their place in society. Now we score 29 / 100. And even if it was 59 / 100 now I would be bringing you the same message. I go to a lot of places in New Zealand and Australia assisting councils with their governance structures and talking to community groups about councils. While their situations are different they are all the same -They are asking for councils to put the local back into local government.



And what they are really asking for is this!



It's either cut or it's uncut!



HAMMOND
ROBERTSON

Sliced bread? Yes, Otto Rohwedder of Iowa invented the Sliced Bread Machine in 1928. And that an era of, “You can have any car so long as it’s black,” and “You can have any loaf of bread so long as it is white and uncut.” If we do the same tomorrow as we do today how will expect a different result? Today the consumer is in charge and our products including my smart phone are designed of/with consumers for consumers. But come to local government and we still have the same white, uncut loaf of bread – largely unchanged governance structures for over a century. And we wonder why we score just 29? “Cut or uncut” gentlemen (and I’m talking about bread!). I’ve been involved in council tweaking the edges of their model (or nibbling the crust of their loaf) for incremental change. I wonder if they miss the point that our electoral cycles are only three years. Bread is either sliced or uncut. There is no in-between. We need to “rebalance governance” to local.



Nothing short of equal

- a. The primary role of Community and Local Boards should be local place-shaping
- b. Community and Local Boards should be the council's leaders in this primary role
- c. As leaders in local place-shaping this is an equal but different role to elected Council who take leadership on the District or City-wide scale issues
- d. A respect for the primacy of each others' roles is required by all elected parties
- e. This relationship is worked through by a conversation between equal partners and formalised in a Community or Local Board Charter at the end of that "Conversation of Equals"
- f. The benefits of this relationship must be cost-efficiencies, growing community resilience and higher satisfaction with communities in their councils' decision-making representing 'them'

HAMMOND
ROBERTSON

This is the message I bring today. Equality of the role of Local and Community Boards is a realistic goal for every area of New Zealand to take the lead in place-shaping but comes with responsibilities as a lead-partner.



Today the event that gets me invited to speak to you and my leadership alongside Mayor Glenn Leach of the most devolved or empowered Community Board system in New Zealand or Australia. This link takes you to our first video. It's not Law that constrains Local and Community Boards from equality in governance – the TCDC system showed the extent of what is possible under our Law. We stretched the role of Boards to see how far we could go. Although this Board model evolved for Boards to take direct service delivery roles – I am not advocating that to you. I believe that Boards have the primary role in place-shaping, and service delivery can actually be a distraction from achieving that goal. If equality is not offered then it must be earned, or in the case of TCDC – it will be taken by the ballot box. This Model I developed in Coromandel is the most advanced of its kind in New Zealand and Australia. But it is worth noting that this District had a history of strong community governance dating back to 1992. So the model was a natural progression from this history. The key is to recognise where on the spectrum of local governance the council is comfortable, and the community wants. I am always in favour of moving local governance forward a step in quality and supporting this with the right resourcing.



Primary purpose of boards is place-shaping but how?



HAMMOND
ROBERTSON

Pictured is world renowned Asset Based Community Development (ABCD) proponent, Cormac Russel of Ireland. The dart relates to a story of myself with Cormac and his world-renowned colleagues Peter Kenyon and Jim Dyers in an Irish pub in Melbourne's China town taking over community leadership in Australia and New Zealand whilst participating in a pub quiz. I won the dart competition with a dart that flew across the pub through the door and right across the main road of China Town to the whooping delight of these world experts. Cormac speaks about, "What is 'help'?" Help can be a hindrance that causes many communities to enter into a culture of dependency on the 'help'. If Boards' role is place-shaping then we need to do so working in a development style alongside people to build community resilience.



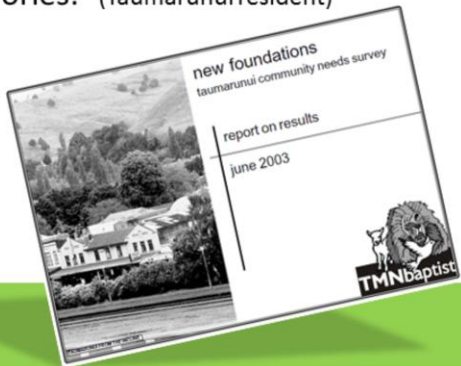
Do <u>to</u> Community	Do <u>for</u> community
Do <u>with</u> Community	<u>Of / By</u> community

This matrix is from Peter Kenyon. How we place-shape with a community will determine the long-term outcomes. When we do 'to' or 'for' community we don't help them. Working 'with' community is a partner approach, often led by stakeholders who actually create more dependency. We need to create enough space in communities for them to lead and find innovative solutions to problems themselves and support their community driven effort.



Taumarunui: Give space for 'community'

"If Taumarunui wishes to expand, it should look to its natural strengths rather than invent new ones or hanker after past glories." (Taumarunui resident)



HAMMOND
ROBERTSON

Let me illustrate from Taumarunui where I live for many years. I led a Baptist Church initiative to identify the strengths and challenges of the town in the early 2000s. It broadly reaches every citizen, many community organisations and started to map a future as well as clarify challenges. Before that process could conclude, a Government-funded Social Sector trial rolled into town and took energy from the community led initiative. The stakeholders approached the town as a series of problems to solve. I was involved in that leadership group also. Some time later the Social Sector Trial rolled back out of town and the ability of the community to find its own solutions was not advanced. We showed them the value of labelling communities as problems and that help came from funded government programmes. Wellington cannot sort out local problems.



Thames: 'Zombie Towns' Deficit-economics



HAMMOND
ROBERTSON

I now live in Thames where I see the same labelling and approach to community. Taumarunui was labelled an employment 'black spot'. Thames was caught up in urbane economist, Shabubeel Equab's label of 'Zombie Towns' where in-migration won't replace out-migration in his view. I was involved in the media to rebut this deficit view of life which completely misrepresents the strengths and resilience in communities, and their opportunities for growth and finding solutions to their own problems. As you re-centre around place-shaping, I encourage you not to fall into the same trap of reducing your communities to problems to solve. Instead start with what is right and strong inside communities.



Who should lead community development

- Staff?
- Stakeholders?
- Board?
- Community?

DEVELOPMENT STRATEGY

Vision/Urban Design Framework



HAMMOND
ROBERTSON

Thames Community Board led a really strong development project called TUDS (Thames Urban Development Strategy). It maps out a wonderful vision for the town starting with its strengths. But who should lead the ongoing programme. I have had that question asked of me. In my view it is not staff (who work for governance), nor stakeholders (who take a deficit view of life), nor community (who need leadership). It is the Board, but in a collaboration. The Community plan needs to be seen as a resource for the whole community of which a Board has a part of the Plan it will seek to fund and lead. However, the Board cannot be expected to implement the who Community Plan. It does not have the resources to do so. My advice is to take TUDs back to the community, make it clear what the Board will lead and invite the community and its stakeholders to take leadership over the other parts of the Plan. Groupings of interested people and organisations will cluster around certain projects and even if they completely re-shape the suggested way the projects proceed, that is more sustainable in the long-term and achieves better community ownership of its plan. The Boards role with staff is to work alongside those groups and assist through their professional skills and to remove barriers. Not to lead.



<https://www.youtube.com/watch?v=eLI-qrrMCog>

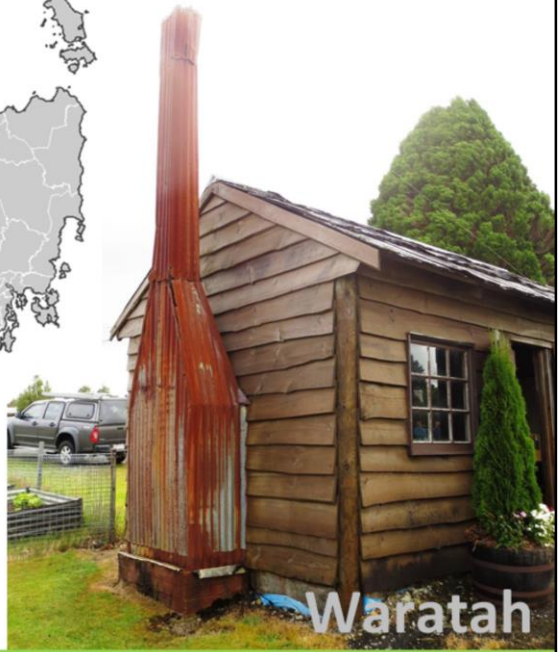
But does it work?

HAMMOND
ROBERTSON

This second video link is to a reflection on the TCDC model several years later by leading councillors, Board members and public. A resounding tick of approval is given to the results.

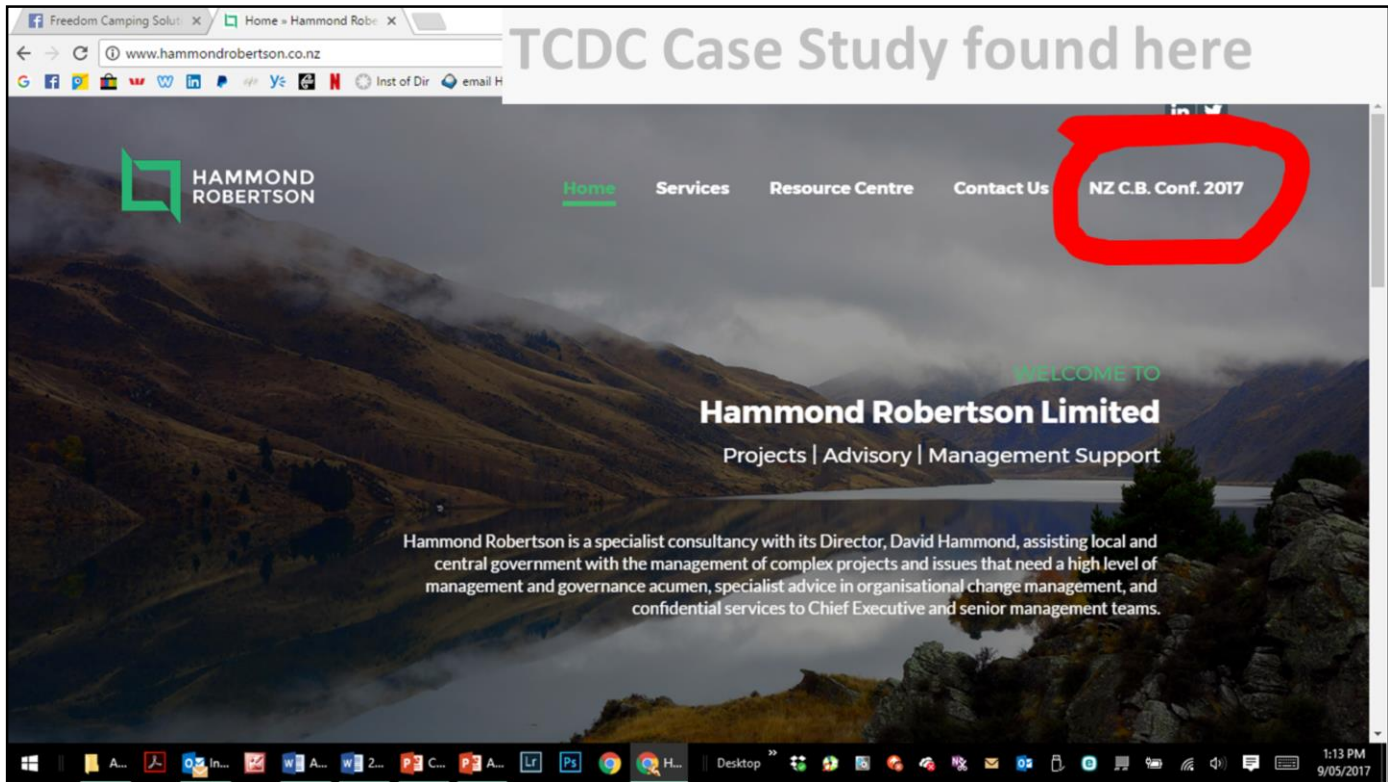


Communities need Board leadership – the right kind



HAMMOND
ROBERTSON

To appreciate the opportunity of our Boards you only have to go to Australia where they don't have them. I'm doing work in Waratah, Tasmania, assisting a community to become tourism-ready. That community has incredible strengths but no combined leadership or planning to take advantage and create a sustainable economy. In addition, the council has been faced with demands for walkway and other tourism projects to the value of \$5.6M. My advice to the council was to not spend anything, but first create a Community Board and a Community Plan to learn the responsibilities of community leadership and determine priorities. Local and Community Boards are critical to the role of place-shaping in our communities.



A full Case Study of TCDC is found on my website under this link.



Coromandel Case Study: Community feedback 2016

Satisfaction in:

- Council decision-making improved 15% since the 2012 change and is now 10% higher than the national average
- Council decisions themselves increased by 20%
- Rates spend improved 17% (up to 83%)
- Confidence in their council increased by 18%
- Parks increased to 96% (under the Boards)
- Libraries increased to 99% (under the Boards)

HAMMOND
ROBERTSON

But the following are some brief highlights to show that finding the right model for a community and the right approach to place-shaping turns around a 29 / 100 result into significant satisfaction with the local council.



Coromandel Case Study: Financial results

- Council reduced rates in two successive years (-6%)
- Commercial and rural rates won't return back up to higher 2010 levels for over 15 years
- After restructuring council had the lowest operating cost per property of any local authority in the region
- \$43M was removed from ten-year capital budgets without degrading assets or reducing levels of service
- Staff engagement post-restructure rose to higher levels than before restructure
- Community and council disciplines over approving capital and setting priorities vastly improved

This success must translate into financial and performance success also.



How does this process start? I use the term, a ‘conversation of equals’. A conversation inside the council between Boards and elected councillors.



Respect for Roles



“Didn’t seem to be any harmony”

“Personalities got in the way instead of issues”

HAMMOND
ROBERTSON

I am reminded of the video clip where Deputy mayor spoke about the things that kill good governance – disunity and personalities getting in the way of focussing on issues. Wisdom.



Board Charter:

Value is NOT in the Charter but in the “Conversation of Equals” to build the Charter

Section	Description
Part 1: District / City	Vision, strategy, purpose and values
Part 2: Community or Local Board Governance	Purpose, Objectives Values and norms Meetings and protocol Decision-making Accountability Communications Conflict resolution
Part 3: Board Roles	Role of the Chair, Role of Board Board mix and skills Appointments to other entities Relationship to staff
Part 3: Management – Board Relationship	Role, reporting, consultation of staff Performance management & KPIs Accountability of staff & projects Management limitations

Many boards probably have a Board Charter with their council. I don't think the Charter is any breakthrough in its own right. What is significant is the conversation of equals to arrive at the Charter. Those Boards that have existing Charters probably have the Charters presented to them signing after election. This is to be resisted and opposed as very poor governance behaviour. In the TCDC example the elected council and Boards laid open on the table their approaches to decision-making, relationships, how projects involve Boards, communications, the role of boards and even service delivery. Through a series of conversations of equals, the TCDC model was built and a Charter made of 25 resolutions of council locking the lasting relationships in place.



Nothing short of equal

- a. Equality is Community and Local Boards 'stepping up to the plate' in local leadership in a way that builds places and communities
- b. Equality is rebalancing the governance arrangements in New Zealand where local leads local, and District / City leads District or City
- c. Equality is respect for the primacy of each others' roles
- d. Equality is a conversation between equals not a demand or from a spirit of 'entitlement' or a beat-up behind the bike shed
- e. Equality must deliver for local communities and families to fulfil their needs for growth and prosperity not our needs

HAMMOND
ROBERTSON

So let me return to the presentation topic, 'Nothing short of equal' and re-shape my agenda around the place of Local and Community Boards around my understanding of what equality for Boards actually means.



“When you are talking about localism in NZ you are running against a deep-seated ideology, and it is one of the reasons why localism has not made a lot of traction. The good news is: Statism has peaked.”

(Rt Hon Bill English, in Hartwich 2013)

HAMMOND
ROBERTSON

To finish, I'd like to remind our Prime Minister of his roots and his support for localism in New Zealand. And to, I encourage to hold your politicians – both local and national – honest to this goal.

WAIRARAPA COMMUNITY BOARDS WORKSHOP

Victoria Read – Deputy Chair

Martinborough Community Board





The Martinborough Ward is a unique area within the Wairarapa and we are lucky to have such diversity within our ward. We are an agricultural service town with a thriving tourism industry and people flock to our town to enjoy our wine and food, wide range of events, scenery, unique coastal areas and to hold weddings. During the last census it was found that one third of our homes are normally unoccupied – these homes are owned by weekenders or used as homestays. The construction industry is booming. The town is growing fast.





Our board's approach is generally to work closely with council to achieve great outcomes for our community. We believe in constructive collaboration. This approach has been very effective with great results for the community in particular with the construction of the Waihinga Centre and the successful bids for UFB rollout in our area. We are currently working together on a destination playground and outdoor event space as stage 02 of the Waihinga Centre project. All of these initiatives have had their roots in our community and have been embraced by Council resulting in successful outcomes for the wider community.

THE WAIHINGA CENTRE PROJECT

A council-community partnership

*A new community centre for
Martinborough – lead by the
community and supported by
council*



COMMUNICATION AND CONNECTION



A community boards success has its roots in communication and connection. Our board believes its role is to facilitate community connection and we do this through grants and support for local programmes and events. Communication and consultation are more challenging. While we all personally have a broad reach in the community, we are hampered (as council is), by a lack of available funds, from engaging in deeper more meaningful consultation.



COMMUNITY BOARD AND COUNCIL AS EQUAL PARTNERS



The philosophy of “Community Boards as equal partners” is one that we support. Our board believes that community boards should be involved in local place shaping as partners to council. This will become critical under the scenario of an amalgamation. We believe that with amalgamation the Terms of Reference that we currently work under will not sufficiently support this philosophy. Although we have achieved some successful outcomes for our community with our current structure, we still have areas where we are failing to make headway with issues that are important to us. Our main method for influencing council decisions is submitting to council during consultation periods. We do not see this as delivering quality results to our community. This is likely to be exacerbated with a larger council who is further removed.



Like the other boards we currently allocate various pools of money including a small amount that we mainly use to support local initiatives and sports teams and a small amount for town centre beautification. In addition to this we make recommendations about a local Trust's income and its allocation. However we feel that the board is under resourced – there are no funds allocated to us exclusively for community consultation or communications. This impairs our ability to do our job.





People in the South are concerned that if an amalgamation is to occur they will no longer be heard or considered by a council with a larger population and power base to the North. We believe the transition to and success of a combined council will rely heavily on Community Boards stepping in where separate Council's used to be in terms of creating a vision for their community.

AMALGAMATION

The South Wairarapa is concerned that they will be forgotten



UNIQUE COMMUNITIES

Featherston



Greytown



Martinborough



As you have heard today Featherston, Greytown and Martinborough are three very different places with different concerns and priorities. To empower our communities and enable resilience we need to be able to shape our communities at a local level. Involvement in the long term planning for our communities will enable communities to have their say about who they are and what they want to look like 5, 10 or 20 years from now. Using the model of Thames Coromandel or Southland Districts would allow our communities to plan their own vision for development and growth and act on it as a partner to council.



Task 1: Community Life

What sort of activities do you think would engage the following types of people?



Paignton consultation event - April 2014

PLACESHAPING

A community vision for the future

Using this model means community boards would have an expanded role from the one we currently have. It will be important to ensure that these boards are properly resourced in order to carry out this role and are also paid enough to ensure they are reflective of the community they serve. An enlarged role combined with the underpayment of board members could result in many people being unable to put their hand up to serve their community – not really the democracy I think we are all looking for.

MOVING FORWARD...



To conclude, in the event of an amalgamation, our board would like to see a robust process around the formulation of the Community Board Terms of Reference. In short – A conversation of equals.



Nothing short of equal

New Zealand Community Boards'

Conference May 2017



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Presentation, Case Study of TCDC, and offer of service to councils is all available on the website of Hammond Robertson Ltd.

Martinborough Community Board

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



2 May 2017

Jo Seddon
Chorus
State Insurance Tower Level 11
1 Willis Street
Wellington 6011
Jo.Seddon@chorus.co.nz

Dear Jo

CHORUS CABINET ART PROJECT

The Martinborough Community Board considered the Chorus Cabinet Art Project proposal put forward by Mayor Napier at their recent meeting on the 24 April 2017.

The Community Board expressed interest in the project subject to cabinet location information becoming available. Subsequent to the meeting a member of the Community Board connected with a member of our WAIConnect Project Group who had mapped the location of the cabinets in the South Wairarapa towns, so I can now confirm that the information required is in hand.

The Community Board will agree in a workshop setting the next steps, and Lisa Cornelissen, Chair of the Community Board, will contact you in due course.

Yours sincerely

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

Suzanne Clark
Committee Secretary
Suzanne.clark@swdc.govt.nz

Martinborough Community Board

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



2 May 2017

South Wairarapa Rotary
PO Box 45
Greytown 6011
info@swrotary.org.nz

MARTINBOROUGH FAIR FLAGS

The Martinborough Community Board considered a revision to South Wairarapa District Council's Banners and Flags Policy at their recent meeting on the 24 April 2017.

The Community Board supported the proposed changes to the Policy which will be put forward for adoption by Council on the 17 May 2017. Once the Policy has been adopted, you will be forwarded a copy.

Members noted that the Rotary flags hanging in Martinborough have become torn and untidy and ask that you take down the flags and hang the new Martinborough Community Board flags as soon as possible.

Please liaise with Cr Pam Colenso to secure the flags to be erected. Pam's contact details are ph 306 9503, mobile 027 441 4892 and pam.colenso@swdc.govt.nz.

Yours sincerely

Suzanne Clark
Committee Secretary
Suzanne.clark@swdc.govt.nz

cc: Cr Pam Colenso
Kereana Sims (Roading Manager)