



Martinborough Community Board

Minutes 14 September 2015

- Present:** Lisa Cornelissen (chairperson), Victoria Read, Fiona Beattie, Cr Max Stevens and Cr Julie Riddell.
- In Attendance:** Mayor Adrienne Staples (until 7:45pm), Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 14 September 2015 between 6:30pm and 7:55pm.
- Also in Attendance:** Nicole Hawkins, Brian Marshall (Martinborough Rugby Club) and Ro Griffiths (Ruamahanga Health Trust).

PUBLIC BUSINESS

1. APOLOGIES

*MCB RESOLVED (MCB 2015/45) to receive apologies from Pam Colenso.
(Moved Read/Seconded Cr Riddell)*

Carried

2. CONFLICTS OF INTEREST

Mrs Cornelissen declared a conflict of interest with any decision relating to action 380 and the public participation presentation from the Martinborough Rugby Club.

3. PUBLIC PARTICIPATION/PRESENTATIONS

3.1 Nicole Hawkins, Martinborough Rugby Club
Ms Hawkins and Brian Marshall wanted to know why their campground exemption application had been declined and what the Rugby Club needed to do to be able to operate a POP in Coronation Park from November – March. The Rugby Club had invested funds into preparing the site as a POP and only members of NZMCA, who had fully self-contained campervans, had access to the Park.

4. ACTION FROM PUBLIC PARTICIPATION/PRESENTATIONS

4.1 Martinborough Rugby Club
Members noted that the Park belonged to the community and consideration needed to be given to whether a POP would impinge on other people's rights.

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.

MCB NOTED:

1. Action 555: Review resolutions and actions relating to the Martinborough Rugby Club operating a POP, follow through any outstanding actions, advise the Club of any Council decision and what (if anything) they can do to be able to run a POP from November – March; P Crimp

5. COMMUNITY BOARD MINUTES/EXPENDITURE

5.1 Martinborough Community Board Minutes – 3 August 2015

MCB RESOLVED (MCB 2015/46) that the minutes of the Martinborough Community Board meeting held on 3 August 2015 be received and confirmed as true and correct.

(Moved Beattie/Seconded Cr Riddell)

Carried

5.2 Matters Arising

Mrs Beattie reported that since 2013, the number of students moving on to Kuranui College from Martinborough School numbered in the low teens; a larger number of students have been choosing schooling options in Masterton.

5.3 Action Items from Previous Meeting

Members noted that Martinborough TOP 10 Holiday Park were prepared to apply for the resource consent necessary to remove the protected cedar trees

Ms Read tabled a quote of \$3,975 plus GST to purchase Christmas lighting for four trees in Martinborough Square and discussed the proposal with members.

MCB RESOLVED (MCB 2015/47):

1. To receive the action items list.

(Moved Cornelissen/Seconded Read)

Carried

2. To approve the removal of the cedar trees located at the west end of Dublin Street West and on the Martinborough TOP 10 Holiday Park side of the Considine Park fence which runs between the pool building and Dublin Street West, subject to Martinborough TOP 10 Holiday Park gaining resource consent and covering all costs associated with removal of the trees.

(Moved Cr Stevens/Seconded Beattie)

Carried

5.4 Income and Expenditure Statements Year Ended 30 June 2015 and Month Ended 31 July 2015

MCB RESOLVED (MCB 2015/48):

1. To receive the Income and Expenditure Statements year ended to 30 June 2015 and month ended to 31 July 2015.

(Moved Cr Riddell/Seconded Cr Stevens)

Carried

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2. That the \$131.96 commitment for the WaiConnect youth bus be removed.

(Moved Cr Riddell/Seconded Cr Stevens)

Carried

6. OPERATIONAL REPORTS – COUNCIL OFFICERS

6.1 Officers' Report to Community Boards

A replacement report was tabled and would be integrated into formal records. Mr Crimp discussed the Martinborough wastewater consent application, the proposed footpath maintenance schedule and the WaiConnect project with members.

MCB RESOLVED (MCB 2015/49):

1. To receive the Officers' Report to Community Boards.
(Moved Cornelissen/Seconded Beattie)
2. Action 556: Add the 'Footpath Maintenance Schedule Report' to the November MCB agenda; M Allingham

Carried

6.2 Community Board Grant Summary

MCB RESOLVED (MCB 2015/50) to receive the Community Board Grant Summary Report.

(Moved Cr Stevens/Seconded Read)

Carried

7. COMMUNITY BOARD/COUNCILLORS REPORTS

7.1 Civil Defence/WREMO

Mayor Staples summarised a meeting with Ruth Locker, Emergency Management Adviser, saying that the community emergency management plans would not be discarded but information would need to be moved to a new template. Mayor Staples had requested Ms Locker meet with her and the CDEM team leaders to talk through this next step as well as how to engage the community. Except for the Mayor who declares an emergency, there was not a defined role for elected members.

8. RUAMAHANGA HEALTH TRUST

8.1 Martinborough Dispensing Pharmacy

On behalf of the Ruamahanga Health Trust, Mr Griffiths informed members that the Martinborough Health Centre building was in the process of being extended to incorporate a dispensing and over the counter medicine pharmacy. Provision of postal services for Martinborough still needed to be worked through.

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9. FINANCIAL ASSISTANCE

9.1 Pirinoa School

MCB RESOLVED (MCB 2015/51) to grant Pirinoa School \$1,500 to assist with the costs associated with resurfacing the community netball court.

(Moved Cr Riddell/Seconded Read)

Carried

9.2 Martinborough Hockey Club/Friends of Martinborough School

MCB RESOLVED (MCB 2015/52) to grant Martinborough Hockey Club/Friends of Martinborough School \$500 to assist with the costs associated with running the Martinborough Guy Fawkes event on the 7 November 2015.

(Moved Cornelissen/Seconded Cr Riddell)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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**Martinborough Community Board
Action Items
From 14 September 2015**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
63	MCB	16-Feb-15	Action	Pam Colenso and Lisa Cornelissen	Provide an update on the status of the benches for Considine Park	Open	4/8/15 2 seats ready to order. Seat funded by Peter Craig's family to include an in memory of plaque with birth and death dates. Plaque for MCB donated chair to include presented by MCB and date
186	MCB	30-Mar-15	Action	Cr Stevens	Liaise with the Featherston Anzac Club, Wairarapa Archives, the Maori Standing Committee and the community to source as many WWI pictures (especially Martinborough pictures) as possible	Open	22/6/15: Spoken with Wairarapa Archives, to follow-up with a visit
285	MCB	11-May-15	Action	Mark	Make repairs to the concrete around the Martinborough Square cenotaph and repoint the names	Open	4/8/15 Under investigation. 27/08 CEM logged for concrete repairs, and Headstones Wairarapa contacted re names. 19/10 Issue found with light pole - to be referred to MCB at 2 Nov meeting
294	MCB	11-May-15	Action	Vicky Read	Enquire what brand and model cycle stands are being purchased for outside the Waihinga Centre so additional purchases of cycle stands can be from the same range	Open	3/8/15 On hold
378	MCB	22-Jun-15	Action	Lisa Cornelissen	Under priority area 1 of the MCB Three Year Plan, delete SGL and change the reference from MTHWG to MCCSC	Actioned	3/8/15 Lisa to organise a workshop to finalise changes
379	MCB	22-Jun-15	Action	Vicky Read	Work with the Martinborough Business Association to investigate the purchase of Christmas lights for Martinborough Square	Actioned	14/9/15: Quote tabled, on agenda for 2 Nov 15
468	MCB	3-Aug-15	Action	Lisa Cornelissen	Organise a workshop by November to discuss items for inclusion in the 2016/2017 Annual Plan with the aim of having this on the formal agenda in December	Open	Awaiting confirmation of attendance from some members - possible dates are Monday 9th or 16th November, 6pm.

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
470	MCB	3-Aug-15	Action	Lisa Cornelissen	Liaise with Connor Kershaw and the Martinborough Business Association about fairy light storage, let and return of lights	Actioned	Lights are currently stored in the space next to Victoria Read Architecture, accessible by both Conor and MCB. Business Assoc are aware that MCB approval is needed to borrow them.
549	MCB	14-Sep-15	Resolution	Mark	MCB RESOLVED (MCB 2015/47): 1. To receive the action items list. (Moved Cornelissen/Seconded Read) Carried 2. To recommend to Council that the straggly trees located to the left of the Considine Park fence between the Martinborough Swimming Pool and the Martinborough Camping Ground be removed. (Moved Cr Stevens/Seconded Beattie) Carried	Actioned	Amenities Manager advised
550	MCB	14-Sep-15	Resolution	Paul	MCB RESOLVED (MCB 2015/48): 1. To receive the Income and Expenditure Statement year ended to 30 June 2015 and month ended to 31 July 2015. (Moved Cr Riddell/Seconded Cr Stevens) Carried 2. That the \$131.96 commitment for the WaiConnect youth bus be removed. (Moved Cr Riddell/Seconded Cr Stevens) Carried	Actioned	
554	MCB	14-Sep-15	Resolution	Paul	MCB RESOLVED (MCB 2015/52) to grant Martinborough Hockey Club/Friends of Martinborough School \$500 to assist with the costs associated with running the Martinborough Guy Fawkes event on the 7 November 2015. (Moved Cornelissen/Seconded Cr Riddell) Carried	Actioned	In Hand
555	MCB	14-Sep-15	Action	Mark	Review resolutions and actions relating to the Martinborough Rugby Club operating a POP, follow through any outstanding actions, advise the Club of any Council decision and what (if anything) they can do to be able to run a POP from November – March	Open	Recommendation to Council on 28 Oct

MARTINBOROUGH COMMUNITY BOARD

2 NOVEMBER 2015

AGENDA ITEM 5.1

OFFICERS' REPORT

Purpose of Report

To report to the Maori Standing Committee and community boards on general activities since the last meeting.

Recommendations

Officers recommend that the Committee/community board:

1. *Receive the information.*

CHIEF EXECUTIVE OFFICER

1. Executive Summary

A very busy period since the last Council meeting with many projects on the boil.

The Draft Annual Report has been completed, apart from a few minor tidy ups. Audit New Zealand will be commencing their site visit this week. Three of four sentences certainly understate the amount of work annual report require.

Meetings around the structure and shape of local government continue, generally still mapping out work programmes. This will be carried out in the most part by the Local Government Commission.

We eagerly await the Commissioners findings for the Martinborough consent application. Work continues on the Greytown consent application with evidence being finalised.

2. Governance/Leadership/Advocacy

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

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE				
SERVICE LEVEL	KEY PERFORMANCE INDICATORS	2014/15	RESULTS	COMMENTS
		Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%
Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	75%		62% (2010/11 survey 55%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 62% (2011 55%) positive response, 21% (2011 28%) felt they were unable to comment.
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions	50%	59% (2014 survey 76%)	A Public Booster survey was carried out in 2015 in addition to the 59% 11% felt they were unable to comment. The full customer satisfaction survey was carried out during 2014/15. In addition to the 76% (2011 73%) positive response, 8% (2011 9%) felt they were unable to comment.
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	78%	64% (2010/11 survey 59%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 64% (2011 59%) positive response, 14% (2011 9%) felt they were unable to comment.
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues	90%	Greytown 92% (2014 100%) Featherston 95% (2014: 96%) Martinborough 95% (2014: 95%)	This measure reports on the percentage of resolutions made that relate solely to local issues.
	% of ratepayers and residents who know how to contact a community board member	65%	65% (2010/11 survey 52%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 64% (2011 59%) positive response, 14% (2011 9%) felt they were unable to comment.
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	65%	49% (2010/11 survey 50%)	The customer satisfaction survey was carried out during 2014/15. In addition to the 49% (2011 50%) positive response, 26% (2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2011 5%) felt they were unable to comment.
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications		Maori Standing Committee met on 8 occasions. In total 3 resource consent applications were considered, however due to the timing of the meetings 9 were considered outside normal meetings.

2.1 Wairarapa Governance Review Working Party

Following the meeting with Sir Wiri Gardiner, the majority of work currently being carried out is scoping the various work streams the Local Government Commission will undertake.

Wairarapa has been identified as a separate work stream and an initial discussion between the chief executives and officers of the Commission have been held.

In conjunction with this local work stream, a number of planning workshops have been held with the regional chief executives and the Commission.

These workshops were again focussed on planning what work streams would be appropriate for the Commission to undertake and what the priority order might be.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

Three regional Chief Executive forums have been held. Two of these were in relation to governance discussions described above.

The “normal” forum provided an update on Transmission Gully, LGC update, Spatial Planning update.

Wellington Water was also on the agenda, this session was not attended.

3.1.2. Mayoral Forum

One Mayoral Forum was held and I am sure this will be covered in Her Worship’s report. As indicated above governance matters were high on the agenda.

3.2 Wastewater Consents

A number of iterations of evidence have been prepared for the Greytown wastewater consent application.

While the Greytown hearing is still some time away, a high level of pre work is the most efficient way to progress matters, as many of the issues can be resolved before the formal hearing.

3.3 Financial Statements / Draft Annual Report

The draft annual report is nearing completion with audit New Zealand on site for two weeks commencing Monday 28 September.

The full financial statement and annual report are due for adoption, following audit, on 28 October. The statutory deadline for adoption is 31 October.

3.4 Local Government Funding Agency (LGFA)

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

There is a reasonable amount of documentation required and this will be completed following completion of the Annual Report.

3.5 Other

Discussions are progressing well with the **land swap** at our Greytown site. This land swap is "like for like" and will result in both ourselves and Papawai Ahu Whenua trust ending up with contiguous and more useable blocks of land.

Allied to this planning is almost complete for the **gliding** operation to commence building their hanger, it is planned for this to be completed in a few months and we will see activity slowly increasing.

Costs were finally received for the **Featherston Town Square**. These were somewhat higher than anticipated. The working group discussed the costs and after some refinement we instructed the consulting engineer to call for quotes, ensuring local suppliers were able to participate in this process.

The **Waihinga centre** consultation document was finalised and posted. We are gearing up for a busy time with enquiries and processing the returns.

A number of discussions have been held regarding **civil defence** with a view to understanding the new structures and response procedures. These are ongoing.

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

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

3.6 Rates Arrears (Incl. GST)

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

You will note that the outstanding amount is the lowest dollar amount on this report. The concerted efforts at collection are paying off.

This is a particularly good result as the amount outstanding includes the additional 10% arrears penalty.

In the order of 330 of the above rate debts have mortgages and the process has commenced to enable a demand from the banks. Once the initial notification has been sent to the bank (copied to the ratepayer) there is a three month grace period until we can make the formal demand.

4. Corporate

4.1 Occupational Health and Safety

An initial report received from Major Consulting, and following analysis of this report a draft strategy has been developed.

We have had an initial review of this strategy and are considering this strategy and implementation plan. This will take some time to understand and implement.

It will be prudent for a presentation to Council at some stage once our response has been planned.

There were no OH & S matters since the last reporting period.

4.2 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
27 August 2015	Details of Building consent requests	Information provided
26 August 2015	Has Council carried out methamphetamine decontamination of Council flats and the details of such?	No such decontamination requested.
2 September 2015	Artworks held and their value	
28 September 2015	Conflict of Interest Guidelines and use of Commissioner in such circumstances.	
28 September 2015	The process determining impact of a proposed activity to be of a "minor" nature when assessing a consent application.	
28 September 2015	Provide information about determinations of certain activities under the Resource Consent.	

Contact Officer: Paul Crimp, Chief Executive Officer

PLANNING AND ENVIRONMENT GROUP

1. Resource Management

1.1 Resource Management Act – Policy/District Plan

1.1.1. Wellington Regional Council Proposed Natural Resources Plan

As reported to the August Council meeting, the closing date for the Proposed NRP submissions was set as 25 September 2015.

As discussed at the meeting, Council along with MDC (CDC has applied separately) has sought an extension to the closing date, along with many other organisations and individuals.

The Regional Council did not however choose to notify a revised date generally, rather they decided to grant those who requested, an extension of time using the late submissions provisions in the Act. This is a somewhat unusual approach.

However it meant that Council along with other parties who sought an extension (e.g. Federated Farmers) were granted up until the 23rd of October 2015, to lodge submissions. This extension has reduced some of the pressure on Council and MDC/CDC to prepare meaningful submissions, however it remains an extremely tight timeframe given the scale of the work involved.

As part of gaining the extension, the 3 Wairarapa Councils have agreed to work together to frame submissions, with MDC and Council planning to lodge as close as can be, a joint submission.

To that end both Councils have engaged Kerry Geange to assist in preparing the submissions. CDC have preferred to engage their own consultant (Christine Foster of EMS) and lodge their own submission, but CDC staff have joined the officers working group from SWDC/MDC to ensure their submission closely aligned to the submissions of MDC and Council in any case. In addition their consultant and Mr Geange are sharing information and analysis to assist each other.

All 3 Councils staff have been meeting regularly to coordinate the work of the consultants and internal inputs to that process. A copy of the submission will be circulated to Councillors once completed.

The approach is to lodge submissions on any and all issues of concern to Council and its community with a view to withdrawing any that Council may not support further down the line.

1.1.2. Greytown Residential (FDA) Structure Plan

The WCDP identifies a large area of land in Greytown as a future development area. In order for this land to be formally released for overall development, the WCDP specifies that a structure plan should be developed by Council to guide its development.

The focus of the structure plan is the provision of required infrastructure, and the design and layout of development, taking into account the physical characteristics and limits of the land and the mitigation of any potential adverse effects.

A brief for this work was prepared and offered to a large consultancy. The offer of services from that consultancy was however quite expensive, so ways of reducing the cost are presently being looked at to see if the work can proceed at a level which will still enable development to be prepared for but at an affordable cost.

As part of this it is proposed to discuss the project with "local" engineering consultancies to see if an alternative and acceptable offer of services can be obtained.

1.1.3. Featherston 2033

Council resolved at the August meeting to proceed with the assessment of two of the key concepts for the reshaping of Featherston, identified through the initial strategy.

These were to look at options around "gateways" and to examine transport routes (in particular the alignment of the state highways through Featherston) and infrastructure to ensure the needs of Featherston are best met.

Because of the need to focus on (because of the statutory closing dates) the submissions on the proposed NRP, progress on these tasks has slowed.

However contact with NZTA (the state highway authority) has been made and arrangements (after some considerable toing and froing to establish who in NZTA to engage with) to hold introductory discussions have been agreed. Once the work on the submissions for the NRP is completed, this work will be prioritized.

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 2014/15	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%	71%	NRB Survey
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	92%	NRB Survey

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	88.89%	NCS
s.223* certificates issued within 10 working days	100%	100%	NCS
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	100%	NCS

Council received 12 (the previous year 17) resource consent applications between 1/07/2015 and 12/08/2015. Officers provide detailed information as part of fortnightly 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 programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of Management and/or Plans adopted or revised	1	0	All plans current at present.

As noted in previous reports, it is possible that the current “town square” proposal in Featherston will eventually need to be incorporated into the Clifford Square Reserve Management Plan, to reflect what is built (once complete), however there is no immediate or regulatory need to update this RMP now.

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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	-		
My non-urgent LIM is processed within 10 days	100%	100%	

TYPE	YTD 1 JULY 15 TO 31 AUGUST 15	PREVIOUS YTD 1 JULY 14 TO 31 AUGUST 15	PERIOD 1 AUGUST 15 TO 31 AUGUST 15	PREVIOUS PERIOD 1 AUGUST 14 TO 31 AUGUST 14
Standard LIMs (Processed within 10 working days)	28	19	12	9
Urgent LIMs (Processed within 5 working days)	7	11	4	7
Totals	35	30	16	16

2. Public Protection

2.1 Building Act – Policy and Administration

2.1.1. Coastal Buildings

Council was previously advised that recent storms triggered a further round of coastal erosion affecting not only Council's road, but also a number of privately owned properties and buildings.

Two inspections have now taken place to determine whether any buildings should be classed as "dangerous" under the Building Act.

After writing to property owners affected, receiving their comments and referring the information for legal review, most of the properties do not trigger the dangerous building provisions of the Building Act.

The owners of those properties (6) have been written to advising them of that finding. However 3 properties clearly qualify as dangerous buildings as they present a real risk to the safety of people and property.

The Council's legal adviser has indicated that Council should now proceed and issue notices under the Building Act requiring these owners to in effect make their properties safe.

In essence this would require the removal of the structures or the erection of sea defences against further erosion.

This latter option is however unlikely to be consented by WRC or DoC within an acceptable timeframe, this leaving the demolition and/or removal of the structures as the only viable option.

Letters to the 3 affected owners and notices under the Act, are being drafted at present. The owners can only seek a judicial review of the Council's determination if they wish to challenge the notice.

Assuming no challenge is made the owners will have 6 months to fully comply with the demolition/removal order. In the meantime warning notices and tape will be erected by Council, as this is a statutory requirement, once the notices are issued.

2.1.2. Staff

We have recently appointed a BO replacement for Adrian Cullen, who has stepped into the Team leader role. The new officer will commence work on or about Monday 10 October.

Mr Neil Gerrish, a consultant, has largely completed competency assessments of all current building staff. This has resulted in Council now being able to bring back in house more consent processing (although external support is still required for more complex residential and commercial jobs). Mr Gerrish continues to assist with consent processing along with John Tait (who was previously employed by Council).

2.2 File Project

The conversion of existing building consents to electronic files has been progressed. Improvements to the mainframe computer storage have been agreed (to hold the data) and a large scale printer/scanner sourced.

Changes to the "copier room" are being planned to accommodate the new machine and to create a workspace for the staff member who will be undertaking the scanning.

Meetings with the software provider (Onstream Systems - Trapeze/Vault software) are scheduled to scope the storage system (develop a storage protocol) and to begin the process of training staff to operate the Trapeze-Vault system.

Advertising for a staff member for the scanning project will take place soon.

2.3 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days. Due to staff shortages processing contractors have been used to maintain service levels.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 28/1/2014; next review scheduled for January 2016.
Earthquake prone buildings reports received	100%	143/221	The government has made recent announcements on changes where by the assessments will need to be completed by a certain time. Once full details are available the current process and programme will be reviewed to ensure Council meets the new requirements.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	1	\$200,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	6	\$538,717
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	24	\$933,954
Other (public facilities - schools, toilets, halls, swimming pools)	0	\$0
Totals	31	\$1,672,671

2.4 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 2013/14	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	Nil	Visits are programmed later in year.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	
Complaints about dog attacks on persons or stock are responded to within 1 hour.	100%	100%	

A total of 185 penalty dog registration forms have been issued to dog owners who failed to register their dogs by due date. The following table provides a snapshot of dog control incidents for the period.

Council continues to have difficulties with Mr Phelps / Mrs Philips relating to the registration and micro-chipping of their dogs. Unfortunately instructions have now had to be issued to Councils legal advisers to lodge documents with the District Court to commence a further round of prosecutions.

All attempts to date to have these parties correctly identify, register and micro-chip their dogs have been to no avail, this including writing to those parties on numerous occasions requesting that they complete the necessary documents correctly.

Documents are expected to be lodged with the Court in the week commencing on the 5th of October 2015.

2.4.1. Dog Control Act – Incidents

INCIDENTS REPORTED	
Attack on Pets	0
Attack on Person	1
Attack on Stock	0
Attack on Poultry	0
Barking and whining	3
Lost Dogs	2
Found Dogs	0
Rushing Aggressive	1
Wandering	20
Unregistered Dogs	1
Welfare	1
Total	29

2.5 Public Places Bylaw 2012 - Stock

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	
Council responds to complaints regarding animals within 40 hours	100%	100%	
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property, taking enforcement action against the property owner.	100%	0	No cases to date

INCIDENTS REPORTED	TOTAL
Stock roaming in public place	4

2.6 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 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls responded to within 1.5 hours.	100%	100%	

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 15 TO 31 AUGUST 15	PREVIOUS YTD 1 JULY 14 TO 31 AUGUST 14	PERIOD 1 AUGUST 15 TO 31 AUGUST 15	PREVIOUS PERIOD 1 JULY 14 TO 31 JULY 14
Total	4	9	1	3

2.7 Sale and Supply of Liquor Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 15/16	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
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%	
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	100%	
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 15 TO 31 AUGUST 15	PREVIOUS YTD 1 JULY 14 TO 31 AUGUST 14	PERIOD 1 AUGUST 15 TO 31 AUGUST 15	PREVIOUS PERIOD 1 AUGUST 14 TO 31 AUGUST 14
On Licence	1	1	1	1
Off Licence	5	4	5	4
Club Licence	1	1	1	1
Manager's Certificate	15	17	15	17
Special Licence	2	4	2	4
Temporary Authority	0	0	0	0

2.8 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises failing to comply with Food Hygiene regulations that are re-inspected within a 3 month period and enforcement is affected if offence continues	100%	0%	No cases to date.

2.9 Bylaws – general complaints

TREES	VEHICLES	RUBBISH	CAMPING	MISCELLANEOUS
1	1	1	0	2

Contact Officer: Murray Buchanan, Group Manager Planning and Environment

INFRASTRUCTURE AND PLANNING GROUP

1. Group Manager Highlights

The last six weeks has seen progress on the Cycle Strategy made with Rodger Boulter engaged to put the framework together for the strategy before there is consultation on its contents. With cycling covering such a broad scope it is important to not only cover the utility of cycling but also the potential in areas such as tourism and regional development.

The works for the summer program are ready to be undertaken in areas such as the Featherston/Greytown bores starting this month, the reseals contract being let and ready to start, the footpath works ready to begin as well as other projects.

The consent acquisition for the three waste water treatment facilities is also underway with the final documentation sent to GWRC and the Commissioners. The second consent, Greytown, will be heard on 17 November.

The reporting on customer requests and annual plan KPI's is continuing to be reviewed and the process streamlined where possible. The reporting has been signed off over the past few months and is attached to this report to ensure compliance for the end of year audit.

With Audit NZ here at the end of this month there has been work put into the annual report and the collation of supporting documentation for the auditors against the significant activities and KPI's. The first quarter reporting has also commenced with the first 3 months of the year almost complete.

With another emergency damage issue on the SPR Cape Palliser Road it highlights the longer term risk to council once the SPR classifications are gone. The discussions are on-going with NZTA regarding a transition to the new ONRC and removal of the SPR.

2. Water Supply

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

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt				
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%				

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%				
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0.25 over 1000 connections (1 complaint)	0	0.25 over 1000 connections (1 complaint)
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.5 per 1000 connections (2 complaints)	1 per 1000 connections (4 complaints)	2	4
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.5 per 1000 connections (1 complaint)	0.5 per 1000 connections (1 complaint)	1	1
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0	0.25 per 1000 connections (1 complaint)	0	1
Ratepayers and residents satisfied with level of service for water	75%				
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(4/4) 100%	-	0	4
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	(4/4) 100%	-	0	4
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	19/24 (79%)	-	24	43
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	22/24 (92%)	43	24	43
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%				
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%				

2.2 Services

2.2.1. Water supply capital improvements Featherston

Stage one works commenced 21 September. Completion is scheduled before Christmas with Stage Two works to commence in the New Year.

2.3 Water treatment plants

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

2.4 Water reticulation

There were 20 reticulation repairs reported and rectified during the period. There were 6 water complaints received during the period.

2.5 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by council contractors, City Care Ltd, to maintain satisfactory flows. There were 3 accounts for blockage clearing or no water flow for the Moroa and 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 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of blockages per 1000 connections	<10	6 complaints	9 complaints	1 per 1000 connections (4 blockages)	1.7 per 1000 connections (7 blockages)
Ratepayers and residents satisfaction with waste water services	70%	Annual survey	Annual survey	Annual survey	Annual survey
Number of dry weather sewerage overflows per 1000 connections	<10	-	-	0.7 per 1000 connections (3 overflows)	0.7 per 1000 connections (3 overflows)
Attendance time: from notification to arrival on site	< 1 Hr	-	-	3/6 (50%)	13
Resolution time: from notification to resolution of fault	< 4 Hrs	-	-	5/6 (83%)	13
% of resource consent conditions complied with to mainly complying or better*	90%				
No. of abatement notices	<2				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
No. of complaints per 1000 connections received about sewage odour	< 15	0	0.5 per 1000 connections (2 complaints)	0	0.5 per 1000 connections (2 complaints)
No. of complaints per 1000 connections received about sewage systems faults	< 15	0	0	0	0
No. of complaints per 1000 connections received about sewage system blockages	< 15	6 1.5 per 1000 connections	9 2.2 per 1000 connections	5	8
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%	-	-	5/5 (100%)	8

3.2 Waste water treatment plants

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

Greytown plant however required remedial attention due to very low dissolved oxygen levels with odour complaints received in July and August. The pond was overloaded with a new waste stream which has been identified and was discontinued in early July.

Both ponds have since recovered demonstrating improved oxygen levels and are operating normally with only one odour complaint received in early September.

Officers now have to process a trade waste application for the generator of the trade waste stream and this will need to be resolved before the end of the year.

3.3 Waste water reticulation

There were 6 pipeline blockages reported during the period.

3.4 Hardie Grove, Featherston wastewater pipeline renewal

This work is scheduled to start 19 October 2015.

4. Storm water drainage

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

4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	54%	Annual survey	Annual survey	Annual survey	Annual survey
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatements 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	0.5 per 1000 connections (2complaints)	0.7 per 1000 connections (3 complaints)	2	3

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

5. Solid waste management

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

5.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6				
Volume of waste disposed out of district	Decreasing by 2.5%	Decreased by 13.7% for August	-	-	-
% of ratepayers and residents satisfied with the level of service	80%	Annual survey	Annual survey	Annual survey	Annual survey

5.2 Waste management

Routine services have been delivered successfully over the period.

6. Land transport

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

6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	78				
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	68%				
Availability of footpaths on at least one side of the road down the whole street	87%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	23/25 (92%)	35/37 (95%)	25	37
Meet annual plan footpath targets	Yes				

6.2 Roading maintenance – Fulton Hogan

Works have continued on Cape Palliser Road to repair road damage. The two sections at the DoC station and further along at Kawakawa are nearing completion and the carriageway is back to two lanes and just awaiting a seal. Works are within budget and the repairs to the concrete structure at Kupes Sail is currently being priced with works to be completed before December this year.

Further damage has occurred at the Whatarangi Cliffs where the road is down to one lane. The cost of repairs will be estimated and it is expected the cost will exceed \$100,000.00 and additional funding for emergency works will be requested from NZTA.

During August 114.7km of unsealed roads were graded, along with 867 m³ of maintenance aggregate applied throughout the district on the unsealed network.

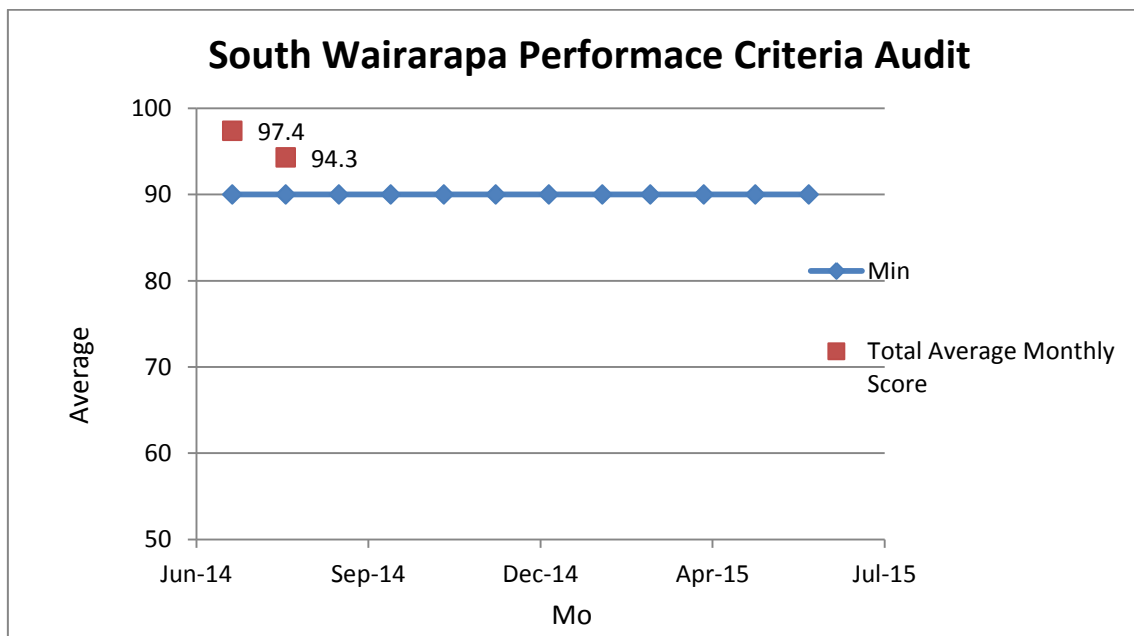
Pre-seal repairs have been identified and work has commenced on them for timely completion.

Road markings and signage was completed at Princess/Kitchener Streets intersection.

Accident damage to guardrails on Lake Ferry and Kahutara Roads has been completed.

Drainage works was carried out on Woodward Street, Featherston to prevent local property/house flooding.

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



6.2 Reseals - Higgins

The contract has been awarded to Higgins Contractors Wairarapa. A preliminary programme has been developed showing works completed before the end of December.

The design work is currently taking place. Once the design is completed the budgets will be determined.

7. Amenities

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

7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2015/16	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%				
Ratepayers and residents are satisfied with Council playgrounds	80%				
Council playground equipment that meets national standards	100%				
Council pools comply with NZ swimming pool water testing standards	100%				
Ratepayers and residents satisfaction with Council swimming pools	65%				
Occupancy of pensioner housing	99.8%				
Ratepayers and residents satisfied with town halls	74%				
Cycle strategy	Developed				
Ratepayers and residents satisfied with public toilet facilities	90%				
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library				
% of ratepayers and residents satisfied with libraries	90%				

7.2 Parks and reserves

7.2.1. Featherston

Routine maintenance of tracks in Otairua Reserve and the Domain has had to be carried out by City Care since the Featherston Walkways and Reserves Trust seems to have ceased functioning. This work, which is outside the contract, has been an extra cost to Council. However, in August, City Care did a big clean-up of the walkways at no cost to the Council and are planning to continue maintaining the walkways as a service to the community.

7.2.2. Martinborough

The first of the south Wairarapa "bee-Friendly" areas was planted on 16 September by a group from Martinborough School with the Mayor. Wild-flower seeds were sown into a patch of ground prepared by City Care at Centennial Park.



Photo: Fiona Beattie

7.3 Properties

7.3.1. Featherston

The work on the Anzac Hall is progressing well, with all the roofing work completed and the exterior painting very close to completion. Inside, work has begun in the toilets.

7.4 Community housing

There are no changes to the waitlist in Martinborough (five applicants), Greytown (three applicants) and Featherston (five). Two applications have been received and are being processed.

One flat at Burling Flats (Featherston) has been vacated and is undergoing some maintenance work before putting a new tenant in.

On Thursday 24 September, City Care will be carrying out a rubbish collection at all South Wairarapa District Council flats. This is an opportunity for residents to dispose of any unwanted items in or around their flats.

Six monthly flat inspections are scheduled for the end of September.

7.5 Cemeteries

Enquiries and the purchasing of plots continued in August, with people making future plans on where they wish to be buried.

7.5.1. Featherston

There was one burial in August. One of the existing lawn rows has been extended by an additional four plots to align it with adjacent rows. All four plots have now been sold.

7.5.2. Greytown

There were four burials in August.

7.5.3. Martinborough

No burials in the month of August.

8. Civil defence and emergency management

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

8.1 Key Performance Indicators

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

8.2 Wellington Regional Emergency Management Office (WREMO)

8.2.1. Update

EOC staff training – There are two more modules to complete for the 2015 syllabus followed by a two hour exercise in late November to consolidate the year's learnings. Staff are mostly from GWRC, with one person each from SWDC and MDC.

WREMO are keen to recruit SWDC staff to join the Wairarapa Emergency Operations Centre and are currently looking for staff to fill various roles. Training will be a one hour commitment per month from March to November 2016.

Shake Out 2015 National Earthquake Drill - General promotion throughout South Wairarapa encouraging individuals/households, schools, pre-schools, businesses and organisations to participate and use the drill as an opportunity to discuss and review emergency plans. SWDC has not registered as yet.

9. Appendices

Appendix 1 - Monthly Water usage

Appendix 2 - Waste Exported to Bonny Glen

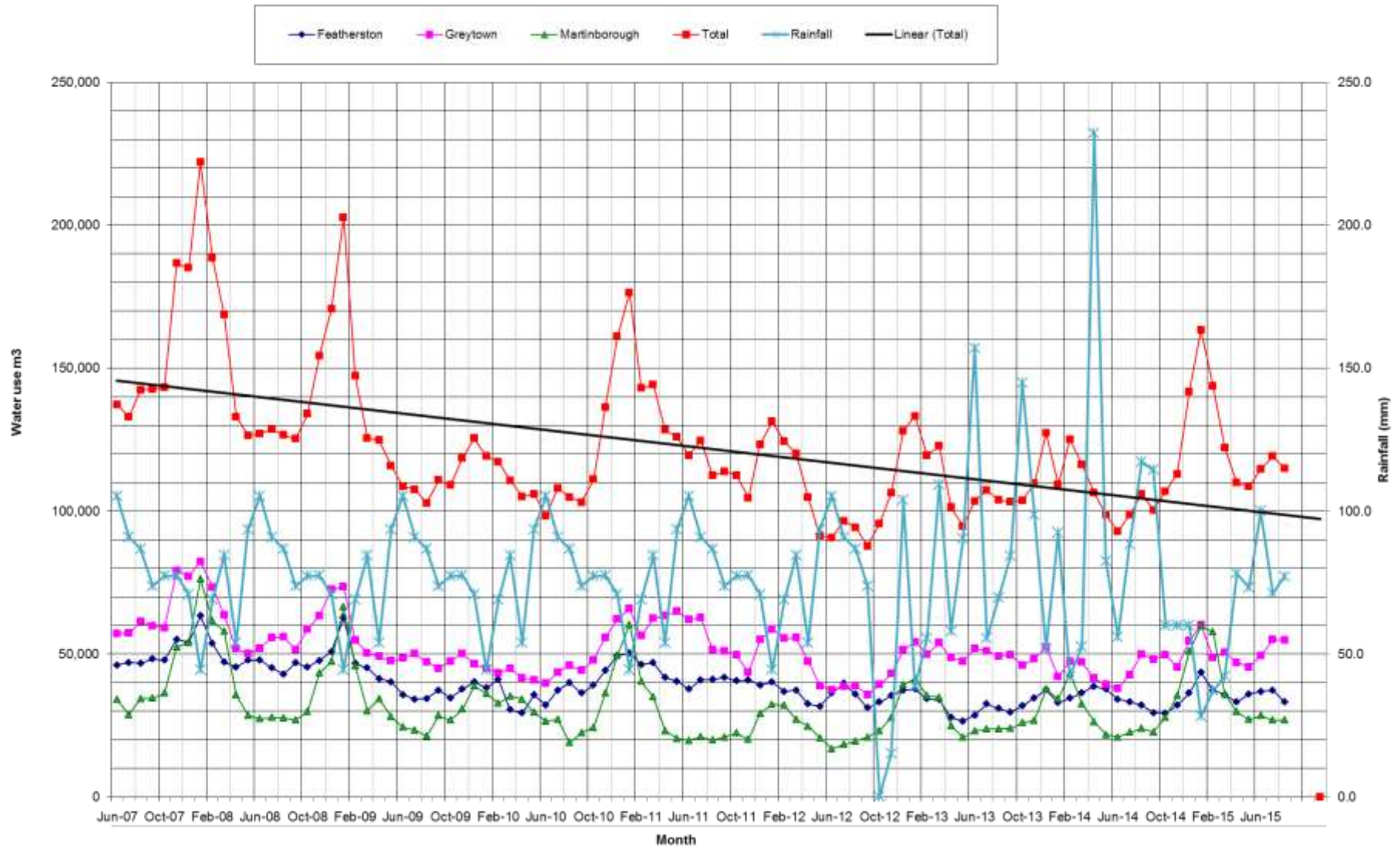
Appendix 3 - Library Statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed by: Paul Crimp, Chief Executive Officer

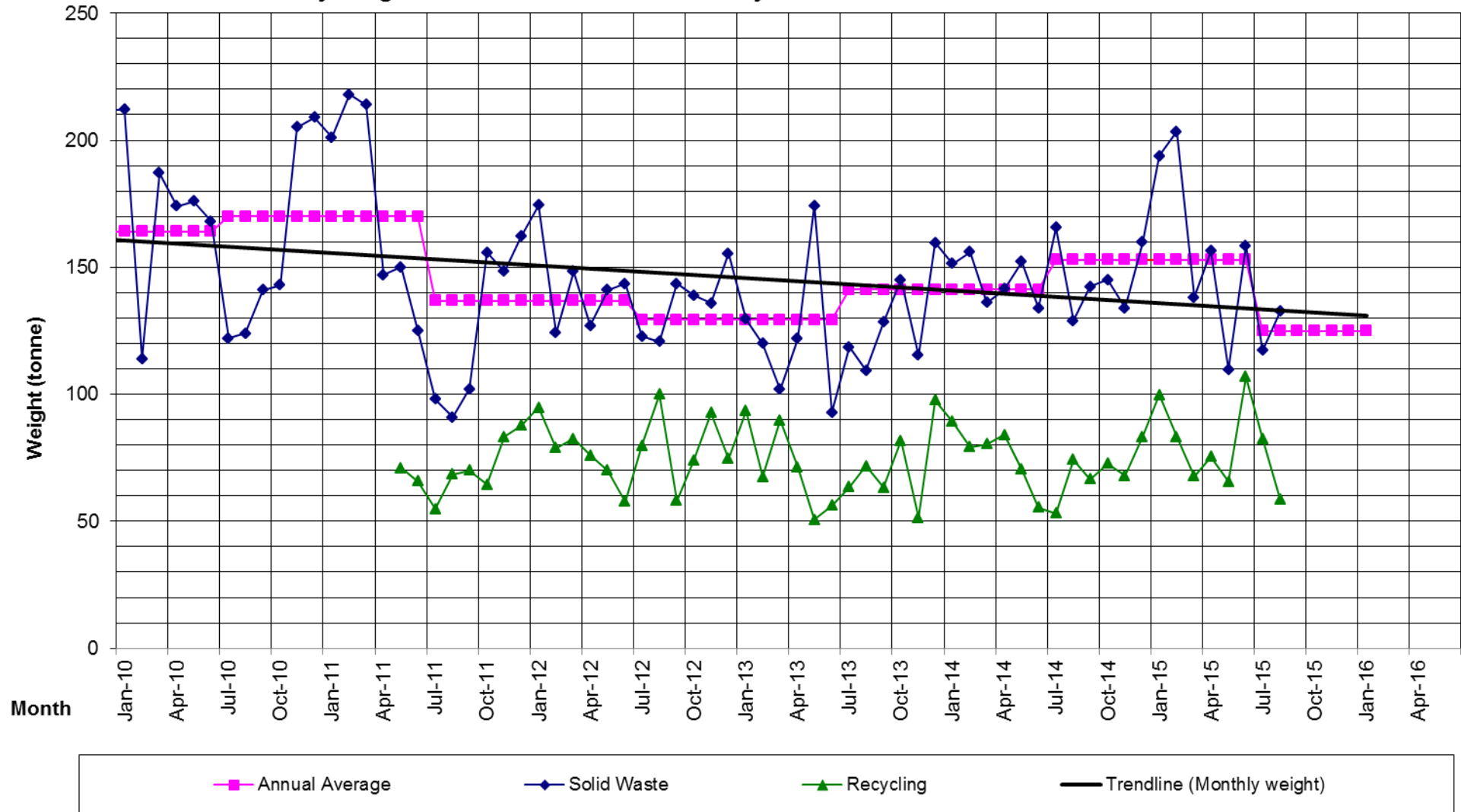
Appendix 1 - Monthly Water Usage

Water use South Wairarapa District Council



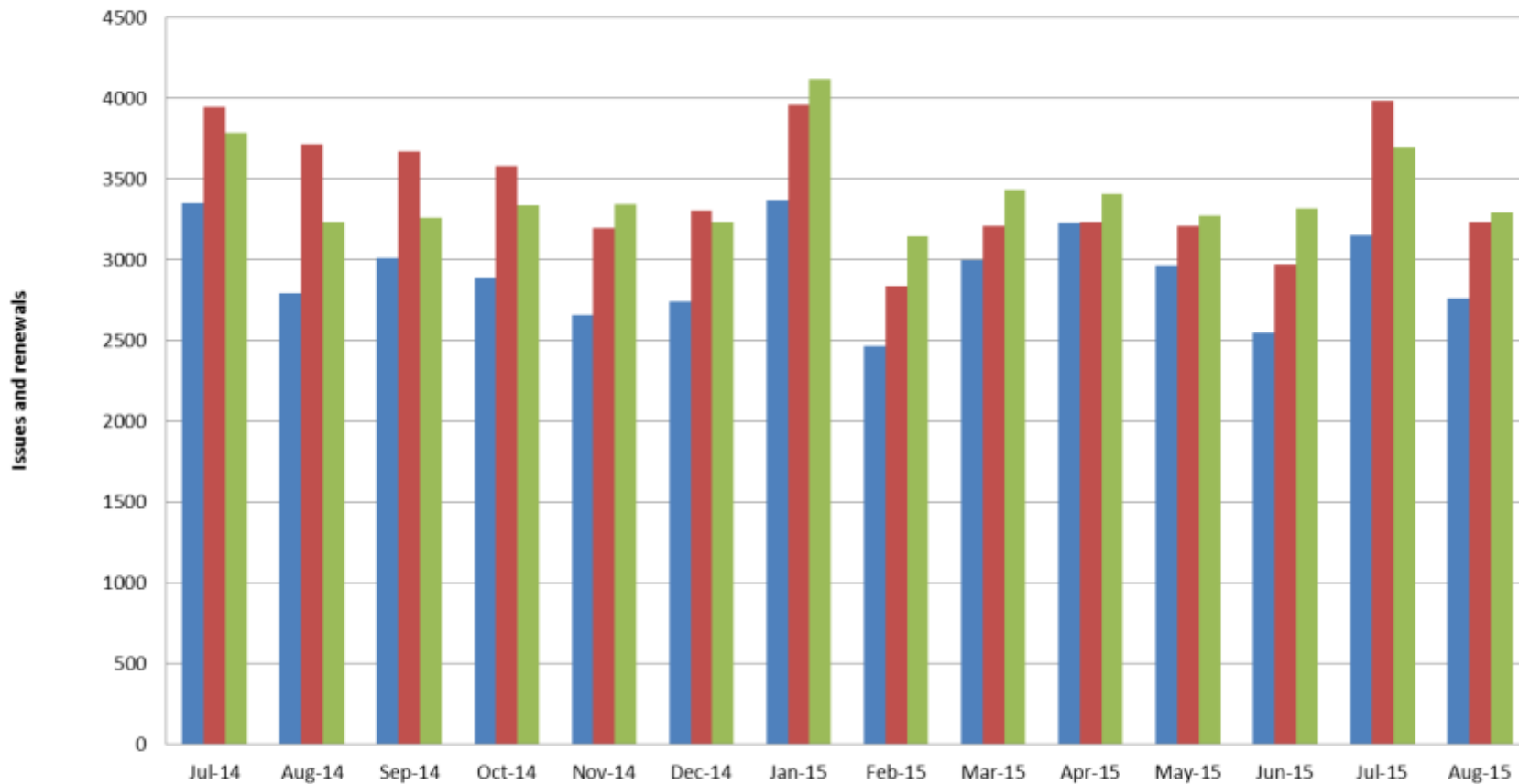
Appendix 2 - Waste Exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



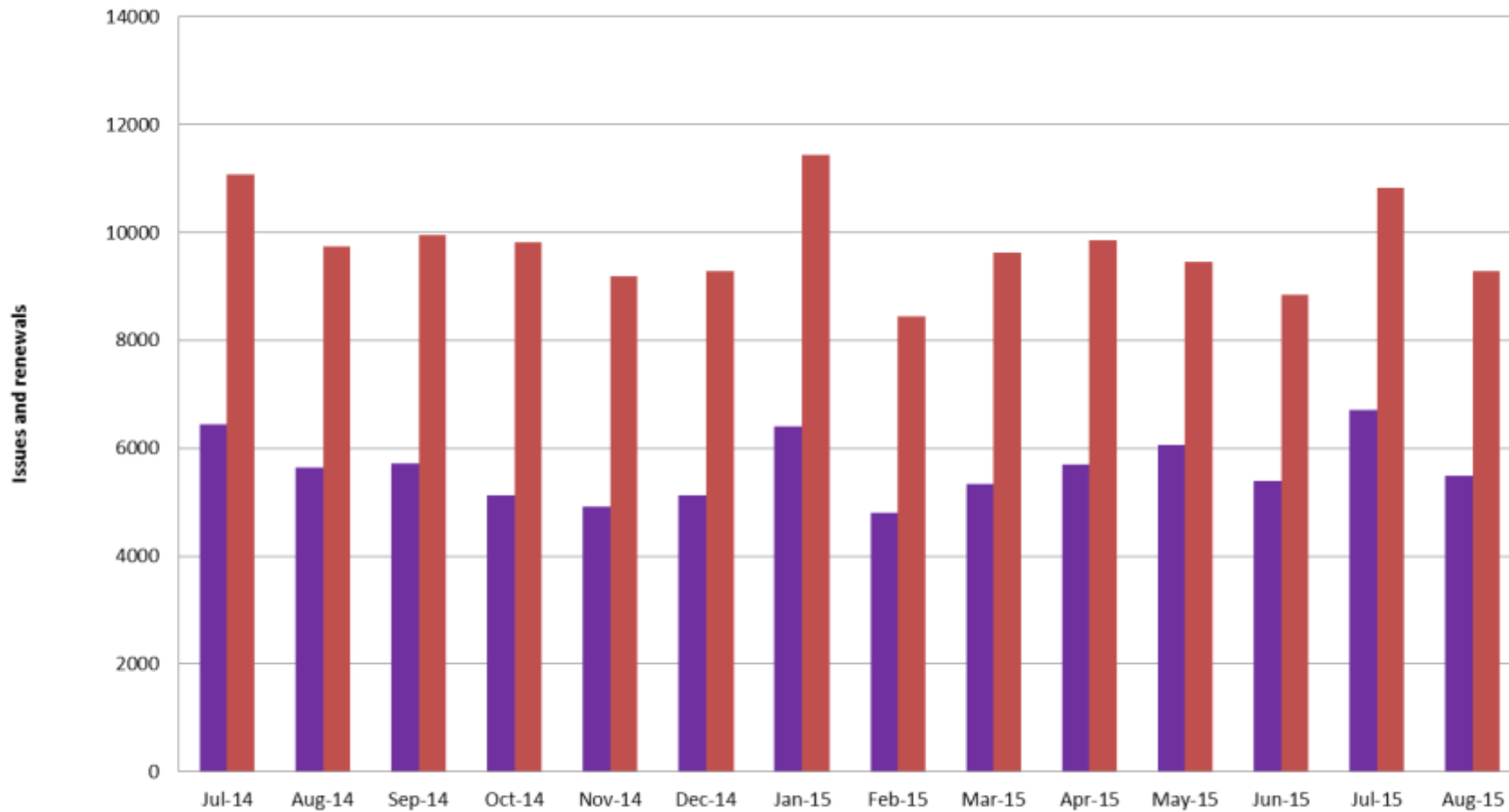
Appendix 3 - Library Statistics

South Wairarapa libraries - issues and renewals to August 2015



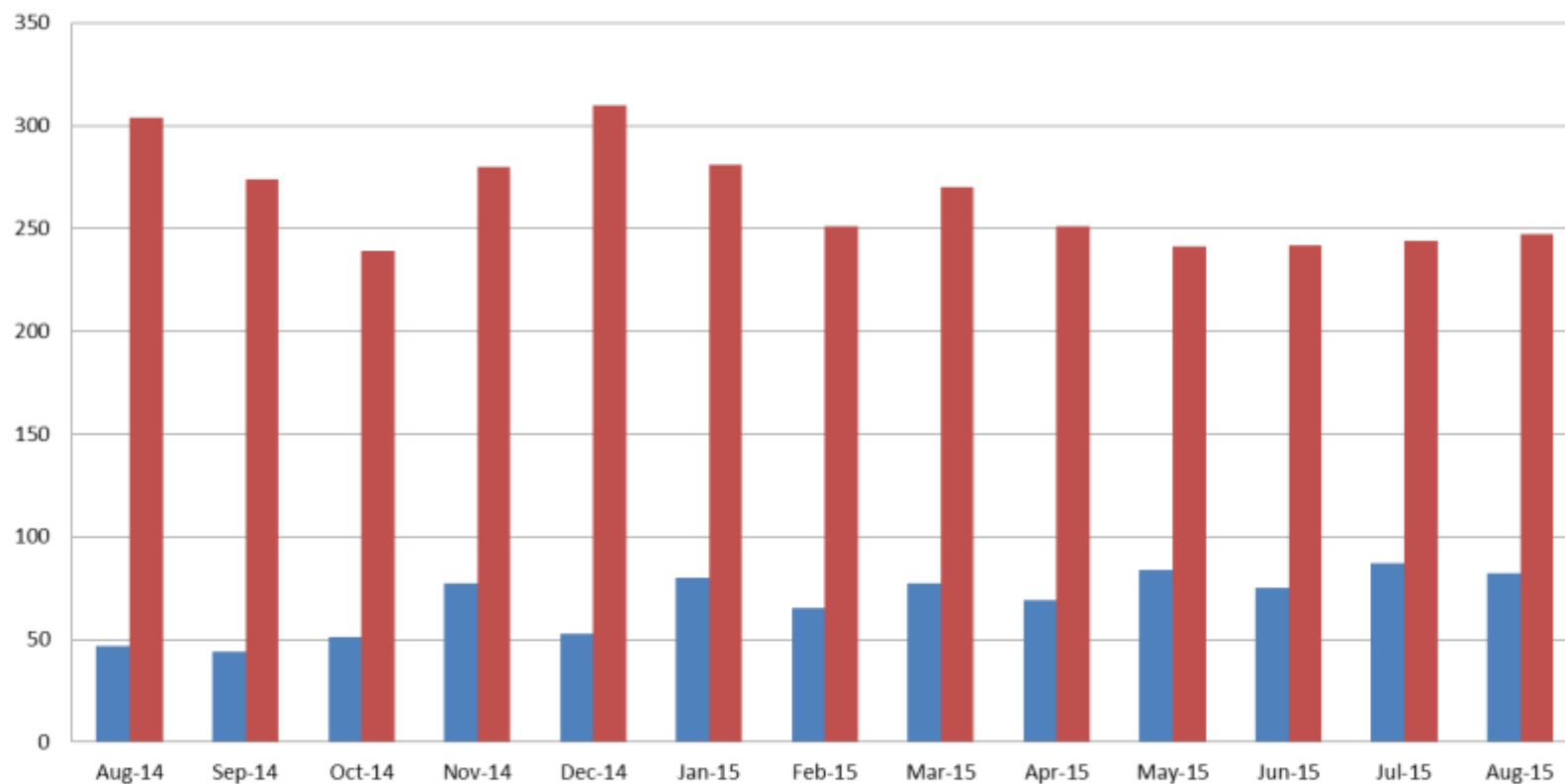
	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
■ Featherston	3351	2795	3013	2890	2657	2741	3368	2466	2994	3227	2963	2548	3152	2763
■ Greytown	3949	3717	3669	3583	3195	3302	3958	2834	3206	3233	3212	2971	3985	3235
■ Martinborough	3784	3237	3260	3335	3345	3236	4117	3142	3431	3405	3276	3317	3695	3293

Wairarapa Library Service - issues and renewals to August 2015



	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
■ Carterton	6451	5643	5720	5129	4921	5122	6406	4810	5341	5702	6063	5396	6702	5495
■ South Wairarapa	11084	9749	9942	9808	9197	9279	11443	8442	9631	9865	9451	8836	10832	9291

Wairarapa Library Service - audio and e-book issues to August 2015



	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15
■ E-books	47	44	51	77	53	80	65	77	69	84	75	87	82
■ Audiobooks	304	274	239	280	310	281	251	270	251	241	242	244	247

MARTINBOROUGH COMMUNITY BOARD

2 NOVEMBER 2015

AGENDA ITEM 5.2

SCHEDULE OF ORDINARY MEETINGS

Purpose of Report

To provide the Maori Standing Committee/community board with the proposed schedule of ordinary meetings for Council, community boards and committees for 2016.

Recommendations

Officers recommend that the Committee/community board:

1. *Receive the information.*
2. *Adopt the 2016 schedule of ordinary meetings for Council, community boards and committees.*
3. *Set a regular meeting time for 2016.*

1. Background

Each year Council adopts a schedule of Council, committee and community board meeting dates for the coming 12 month period. On the 7 October 2015 Council adopted the proposed schedule of meetings as attached in Appendix 1.

2. Discussion

2.1 Proposed 2016 Schedule of Ordinary Meetings

A proposed schedule of 2016 meetings is provided in Appendix 1. The calendar has been aligned to signing off the annual plan and the annual report during scheduled ordinary meetings.

Meetings are scheduled every 6 weeks as per Council policy with the exception of the 26 October 2016 meeting which is scheduled 5 weeks from the previous meeting to allow for the adoption of the annual report.

It will be necessary to schedule extraordinary meetings to hear and deliberate on the 16/17 annual plan submissions and to attend to any extraordinary Council business that may arise.

Where a Martinborough Community Board or Maori Standing Committee meeting fell on a public holiday, the meeting was moved to the first free Monday.

2.2 Meeting Times

Council, the Policy and Finance Committee and the Infrastructure and Planning Working Party meeting start times are proposed to remain the same. The community boards and the Maori Standing Committee are being asked to decide on a time that suits members.

3. Appendices

Appendix 1 – Proposed Schedule of Ordinary Meetings 2016

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Proposed Schedule of Ordinary Meetings 2016

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

<i>MEETING</i>	<i>TIME</i>	<i>DAY</i>	<i>JAN 2016</i>	<i>FEB 2016</i>	<i>MAR 2016</i>	<i>APR 2016</i>	<i>MAY 2016</i>	<i>JUN 2016</i>	<i>JULY 2016</i>	<i>AUG 2016</i>	<i>SEP 2016</i>	<i>OCT 2016</i>	<i>NOV 2016</i>	<i>DEC 2016</i>
Martinborough Community Board	TBA	Mon		1	14	18	30		18	29		10	21	
Featherston Community Board	TBA	Tues		2	15	26		7	19	30		11	22	
Greytown Community Board	TBA	Wed		3	16	27		8	20	31		12	23	
Maori Standing Committee	TBA	Mon		15	21		2	13	25		5	17	28	
COUNCIL	9.30AM	Wed		24		6	18	29		10	21	26		14
Policy and Finance Committee	Follows Council	Wed		24		6	18	29		10	21	26		14
Infrastructure and Planning Working Party	9:30am (or will follow AP workshop)	Wed		10	23		4	15	27		7	12	30	

NOTES:

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

MARTINBOROUGH COMMUNITY BOARD

2 NOVEMBER 2015

AGENDA ITEM 5.3

MARTINBOROUGH FOOTPATH PROGRAMME

Purpose of Report

To inform the Martinborough Community Board of the 2015-2018 Martinborough footpath programme and related information.

Recommendations

Officers recommend that the Martinborough Community Board:

1. *Receive the information.*
2. *Accept the programme.*

1. Rationale

The requirements for a safe footpath network include ensuring footpaths:

- Are in good condition and are not hazardous, i.e. there are no tripping hazards or holes where you might twist an ankle;
- Provide a linked network, i.e. you should be able to get to a destination without having to cross roads more than necessary to stay on footpaths;
- Can be used safely by elderly and mobility impaired, i.e. they are wide enough for wheelchairs/mobility scooters, cross-fall is acceptable, not slippery, no loose gravel and have pedestrian ramps at intersections to cross the road;
- Go to the major destinations, e.g. schools, retirement homes, hospitals, doctors surgeries, shops, i.e. anywhere there is daily pedestrian traffic; and
- In the central business district areas in the three towns have footpaths on both sides of the street. Other urban streets generally have a footpath on one side.

2. Purpose

Provide safe access around communities for all pedestrians and mobility scooters whether young or elderly, agile or mobility impaired.

2.1 Types of footpaths

There are four types of footpaths used in South Wairarapa District. These are:

- concrete
- asphalt concrete (AC),
- chip seal, and
- gravel/lime

Chip seal footpaths are similar to road surfaces where small stone chips are spread over bitumen which then hardens.

AC is a mixture of bitumen and small stone chips usually 20mm thick which hardens. Chip seal and AC footpaths usually fail in similar ways so will be considered together in this project.

Gravel footpaths are either gravel, or lime footpaths with no surfacing material.

3. Guidelines

Council undertakes three activities to achieve the requirements of a safe footpath network:

3.1 Maintenance

Maintenance work is done on footpaths where there are small faults that create a hazard (tripping, twisted ankle) in what are otherwise perfectly good footpaths. These might be potholes in AC, service trenches, e.g. where new pipes or tobies were installed and not finished properly, tree roots lifting footpaths, or where a concrete slab has settled relative to the next one forming a lip. Maintenance is done immediately to eliminate the hazard by filling in the pothole or smoothing off tripping hazards with AC.

Footpaths requiring maintenance are identified from public complaints to their local community board and surveying the condition of footpaths.

3.2 Renewal

Footpaths that have reached the end of their life and are deteriorating over a large area such that they require a lot of maintenance or are a hazard to pedestrians, are renewed. AC/chip seal footpaths 20 years old will be cracking up as the AC becomes brittle and chunks will be lifting and breaking down to gravel. Concrete will last 80 or more years, but the footpaths may be badly cracked and/or settled by heavy vehicles driving over them. *Concrete footpaths that have a few cracks do not need to be renewed as they present no hazard as long as the cracks are not displaced.*

AC/chip seal footpaths are renewed by covering them with a 20mm thick layer of AC over the length that has deteriorated. This is usually over the whole area that is the same age because if one part is failing the rest will fail shortly.

Concrete footpaths on the other hand are usually renewed only over the length that has deteriorated by digging it up and replacing it with a new

section of concrete footpath. In doing this the footpath will eventually be completely renewed.

The renewal of footpaths is prioritised so that the footpaths in the worst condition are at the top of the list and done first. The work is then programmed to be done over several years to match the budgets available for this work each year. The renewal of footpath is on-going as footpaths deteriorating all the time reaching the end of their life.

Footpaths requiring renewal are identified from public complaints and surveying the condition of footpaths.

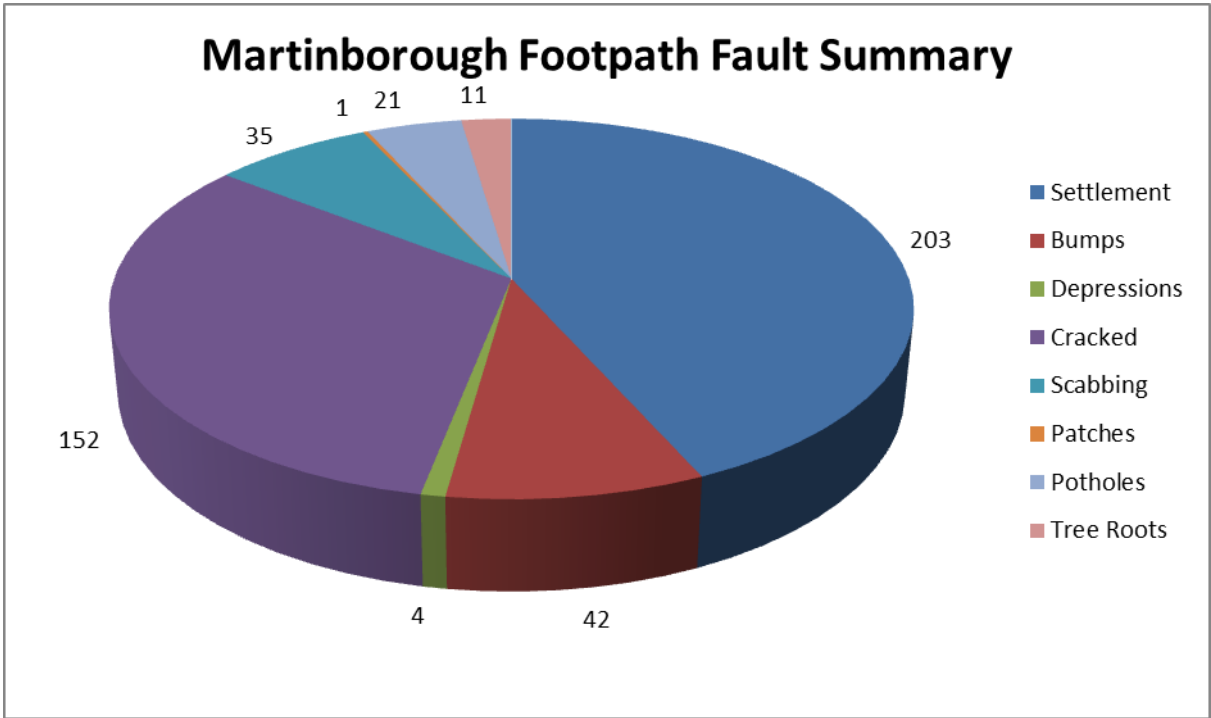
3.3 New footpaths

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

The location of new footpaths is determined by assessing the need e.g. are people walking on the road, and looking at where they are required to form a pedestrian network to get around the communities and go to key destinations, e.g. schools.

4. Survey

- 4.1** The SWDC has carried out a condition rating of all the urban footpaths over the period of July and August 2015. The survey collected data on settlement, bumps, depressions, cracks, scabbing, patches, potholes and tree roots.
- 4.2** The survey data of faults has been tabulated and a summary of the town's data is included below:



5. Programme

- 5.1 A joint contract is being developed with Carterton District Council for a 3 year period which takes into account the 3 year LTP period.
- 5.2 The programme developed is primarily focused on the reduction of pedestrian hazards and the health and safety of footpath users as well a prudent asset management including timely intervention.

Typical photos of existing condition





Naples Street



Naples Street



Daniel Street



Daniel Street

5.3 The proposed streets included in the contract mentioned above are outlined in the table below. They are all renewals based on the definitions above. Following this 3 year period it is envisaged that the footpath network will be in an improved state. A new footpath programme will then be developed.

Year	Road ID	Road Name	Start	End	Length	Side	Comments	Surfacing
2015/2016	85	DUBLIN ST	GREENAWAY PLACE	JELlicOE STREET	177	Right	outside No 42	Concrete
	84	DANIEL ST	REGENT ST	JELlicOE ST	455	Right		Asphalt
	97	NAPLES ST	PANAMA STREET	PRINCESS STREET	111	Left		Asphalt
	97	NAPLES ST	BROADWAY STREET	PANAMA STREET	113	Left		Asphalt
	109	STRASBOURGE ST	BROADWAY STREET	OHIO STREET	112	Left		Asphalt
	92	Jellicoe St					Pedestrian Ramp	Concrete
	112	VENICE ST	PRINCESS ST	BROADWAY STREET	225	Left		Asphalt
2016/2017	77	COLOGNE ST	CAMBRIDGE STREET	BROADWAY STREET	246	Left		Asphalt
	109	STRASBOURGE ST	OHIO STREET	CAMBRIDGE STREET	140	Left		Asphalt
	109	STRASBOURGE ST	PANAMA STREET	BROADWAY STREET	115	Left		Asphalt
	95	SH53 KITCHENER ST (M)	PANAMA STREET	BROADWAY STREET	111	Right		Asphalt
	101	PANAMA ST	KITCHENER STREET	STRASBOURGE STREET	137	Right		Asphalt
	101	PANAMA ST	NAPLES ST	KITCHENER STREET	138	Right		Asphalt
2017/2018	109	STRASBOURGE ST	PRINCESS ST	PANAMA STREET	110	Left		Asphalt
	110	SUEZ ST	OXFORD STREET	NAPLES STREET	137	Left		Asphalt
	101	PANAMA ST	KITCHENER STREET	STRASBOURGE STREET	137	Left		Asphalt
	110	SUEZ ST	STRASBOURGE ST	OXFORD STREET	138	Left		Asphalt
	95	SH53 KITCHENER ST (M)	PRINCESS ST	PANAMA ST	102	Right		Asphalt

6. Summary

That the programme be received by the Community Board for their acceptance to enable a contract to be let in November 2015.

Contact Officer: Tim Langley, Roading Manager

Reviewed by: Mark Allingham, Group Manager Infrastructure and Services

MARTINBOROUGH COMMUNITY BOARD

2 NOVEMBER 2015

AGENDA ITEM 5.4

MARTINBOROUGH SOLDIERS' MEMORIAL SQUARE – BOER WAR MEMORIAL

Purpose of Report

To inform Community Board members of the repair planned for the Memorial, and to seek guidance on the replacement of the light-pole.

Recommendations

Officers recommend that the Community Board:

1. *Receives the information; and*
2. *Chooses its preferred options for the repairs to the plinth and steps of the memorial and the replacement of the light-pole.*

1. Executive Summary

Inspection of the Boer War Memorial for maintenance has revealed that as well as routine maintenance, a replacement light-pole is required. A heritage replica is proposed in the Martinborough Square Development Plan, and options are outline and costed below for the Board's decision.

2. Background

At its 11 May 2015 meeting, Martinborough Community Board requested action to repair the concrete around the base of the Boer War Memorial and repaint the names. In the course of investigating these issues, further issues were identified which require decisions from the Board.

3. Discussion

3.1 War memorial and base

The War Memorial itself is to be cleaned to remove all damaged and cracked plaster before the application of a waterproof coating and a fresh skim-coat of plaster. The plinth and steps are badly cracked in places and there has probably been some movement due to earthquakes. Repairing the cracks and applying a fresh concrete plaster-coat is a short-term solution which will require re-doing within a few years. Longer-term solutions are either to pave over the existing plinth and steps or to replace them completely. Options are outlined below with approximate costs.

3.1.1. Repair and plaster

Loose plaster to be removed and cracks repaired before receiving a fresh skim-coat of plaster to plinths, steps and monument.

cost approximately \$7000

3.1.2. Paver overlay

Overlay existing with pavers and finish with concrete plaster-coat to plinth, steps and monument.

Cost approximately \$7700

3.1.3. Replacement of plinth and steps

Remove and replace plinth and steps with new; finish with concrete plaster-coat.

Cost approximately \$13,500

3.2 Memorial lettering

The lettering on the memorial is raised lead lettering (not paint) which is generally in good condition. The marble will be cleaned and the missing lettering reinstated by Headstones Wairarapa.

3.3 Light-pole

The light-pole on the memorial has rust around 60% of the base. The plaster around the top of the monument is hollow, and water has got in through cracks, causing some collapse on the inside. The pole will need to be replaced with some urgency.



The Martinborough Square Development Plan proposes the replacement of the light "with the original or a suitable replica".

3.3.1. Previous light-poles

The original pole

The original pole was short, as it had to be within reach of the lamp-lighter's pole. Two arms were provided for lanterns to be hung on. The lamps would have been kerosene originally, and later acetylene, before the change to electricity was made. One of the lamps can be seen sitting on the plinth in the image below.



The first electric pole

This pole was installed in the early twentieth century when the light was changed to an electric powered one. The pole was much taller, and had a large lantern, as there were few other street lights.



The functional pole

This pole appears to date from 1960s to 1970s, and is a triumph of functionality over form.



The current pole

The current pole is also functional rather than a historic replica.



3.3.2. Replacement options

Functional pole

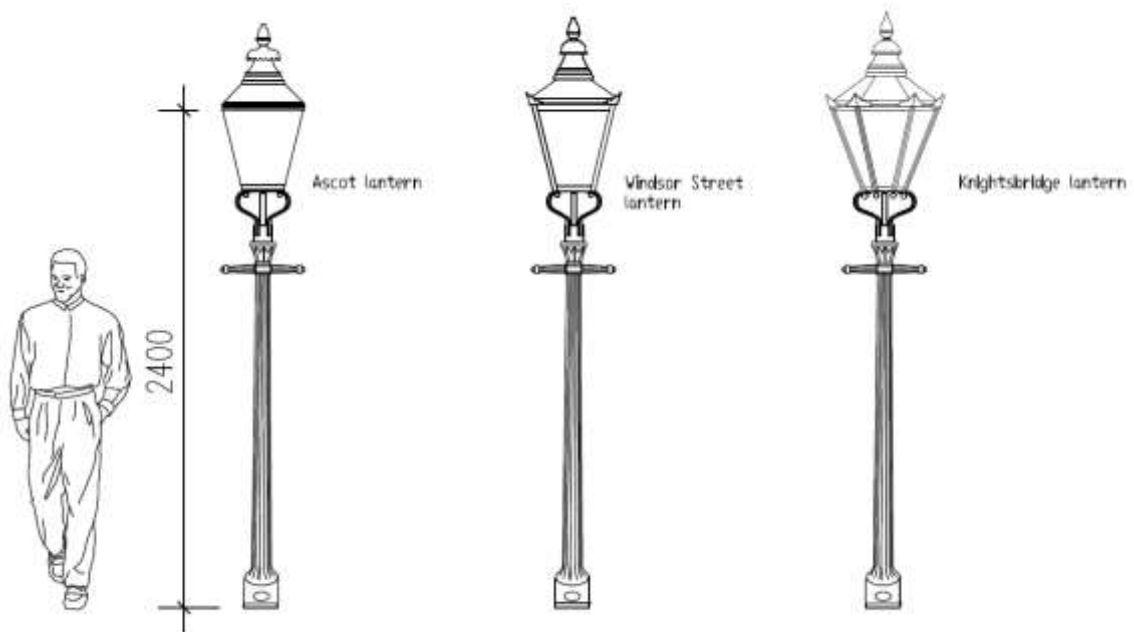
As the replacement of the pole had not been planned and budgeted for in this year, a functional replacement would be the cheapest option.

Cost approximately \$1500-2000

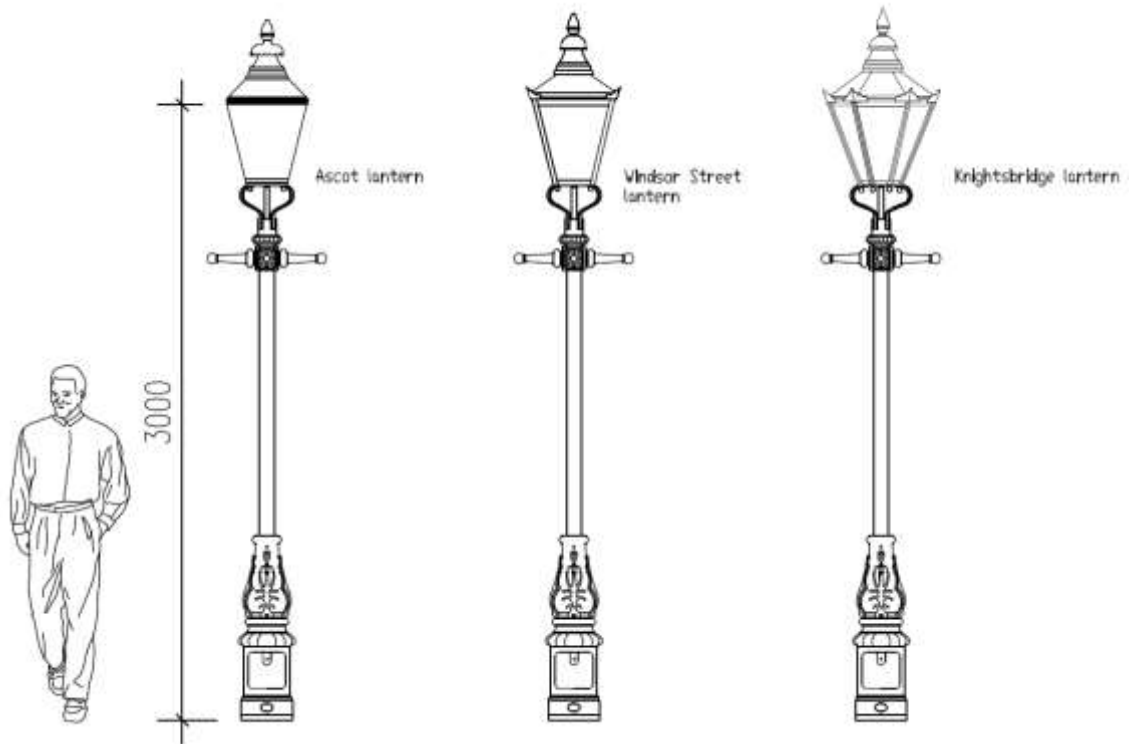
Heritage replica pole

As the Boer War Memorial is unlikely to be affected by changes to the Square, replacement with a heritage replica as proposed in the Development Plan would be a timely although more expensive option. Three heritage lantern styles are shown below with three different choices of pole.

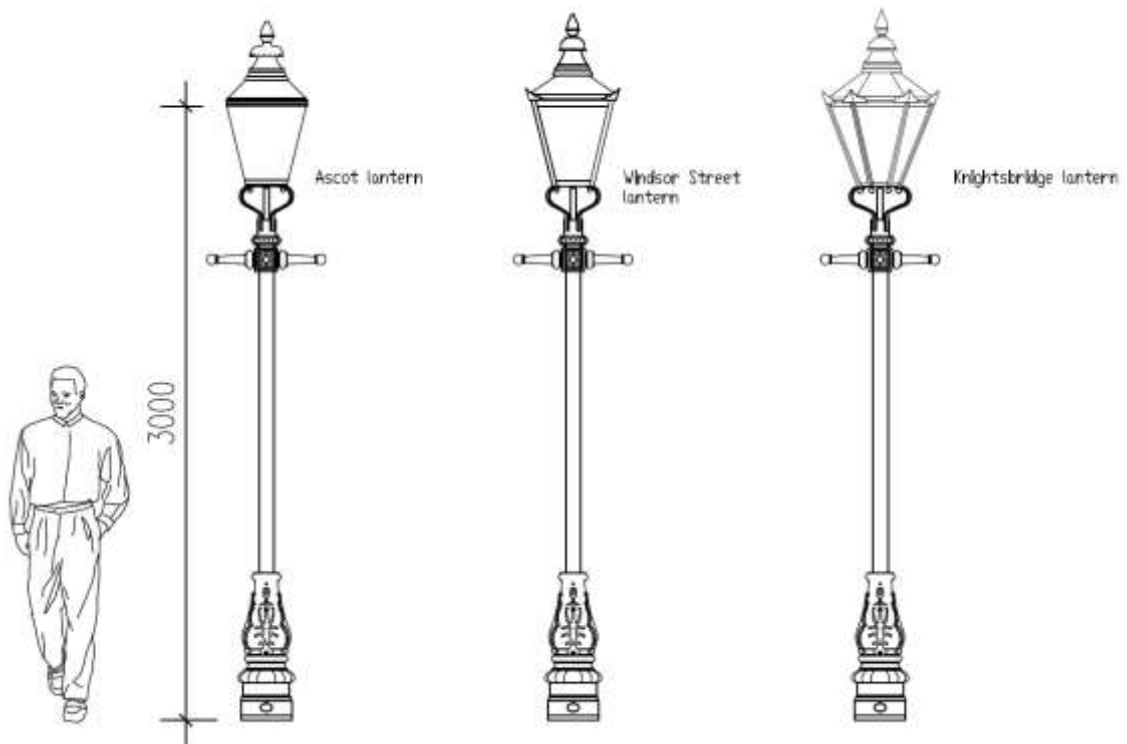
Windsor London Column



Windsor Urban Norwich Column



Windsor Urban Worcester Column



The Windsor London Column appears to be the closest in appearance to the original pole, and would cost \$1640. The Norwich and Worcester poles cost

\$2100 and \$1800 respectively. The Ascot lantern costs \$1400, the Windsor \$1800 and the Knightsbridge \$2100.

Total cost approximately \$2900 - \$4200

3.4 Financial Considerations

The costs of the new pole and lantern can be met from the parks and reserves capital budget. The repairs to the memorial, plinth and steps are operating costs which will have to be met in their entirety from the parks and reserves dayworks budget, unless a contribution from Pain Farm funds is considered to be appropriate.

4. Conclusion

Officers recommend repairing the Memorial's plinth and steps by overlaying pavers and replastering. Replacement of the light-pole with a heritage replica is recommended to be done at the same time; officers recommend the Windsor London Column with the Windsor Street Lantern.

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

MARTINBOROUGH COMMUNITY BOARD

2 NOVEMBER 2015

AGENDA ITEM 5.5

SELF-CONTAINED CAMPERS AT CORONATION PARK MARTINBOROUGH

Purpose of Report

To inform Community Board members of proposed actions in regard to the use of part of Coronation Park for members of the NZ Motor Caravan Association as a fund-raiser for Martinborough JAB rugby.

Recommendations

Officers recommend that the Community Board:

1. *Receive the information.*

1. Executive Summary

The attached report in Appendix 1 has been submitted to Council for decision on the 28 October 2015.

2. Appendices

Appendix 1 – Self-Contained Campers at Coronation Park Martinborough

Contact Officer: Suzanne Clark, Committee Secretary

Appendix 1 – Self-Contained Campers at Coronation Park Martinborough

SOUTH WAIRARAPA DISTRICT COUNCIL

28 OCTOBER 2015

AGENDA ITEM B2

SELF-CONTAINED CAMPERS AT CORONATION PARK MARTINBOROUGH

Purpose of Report

To inform Community Board members of proposed actions in regard to the use of part of Coronation Park for members of the NZ Motor Caravan Association as a fund-raiser for Martinborough JAB rugby.

Recommendations

Officers recommend that the Community Board:

1. *Receives the information.*
2. *Approves the actions proposed to allow the continuation of the current Martinborough POP until a report on the wider freedom camping issues is submitted to the Infrastructure and Planning Working Party.*

1. Executive Summary

In 2014 the Martinborough Rugby Club was granted an exemption from the Camping Ground Regulations 1985 to enable them to offer overnight stays for NZ Motor Caravan Association (NZMCA) members in self-contained campers on an unused part of Coronation Park. The NZMCA members pay a donation which goes to junior rugby in Martinborough. The exemption expired on 31 March 2015 and officers propose actions which will allow the continuation of the arrangement for summer 2015/16. A think-piece paper will be prepared for the Infrastructure and Planning Working Party examining the wider issues around freedom camping within the South Wairarapa towns, and this will include the question of park-over points for self-contained campers.

2. Background

In December 2012, a paper to Council on dump stations raised the issue that a POP for Greytown could be considered, and Council resolved to consider the longer term implications of this through the 2013/14 annual plan process. Issues to be considered included the possible impact on revenue at the Council's own camping ground, and whether the Council

should be taking some responsibility for providing facilities for the freedom camping community.

However, these issues were not raised in the 2013/14 annual plan, and were not considered again until late 2013 when the Martinborough Rugby Club approached Council for permission to operate a park-over point (POP) for NZMCA members in an unused part of the rugby grounds.

The NZMCA had planned to lease land in Martinborough to provide a site away from Martinborough Square for overnight stays for members in self-contained vehicles. Instead, in 2014 an arrangement was made with the Martinborough Rugby Club to set up an unused area of Coronation Park for this purpose, with the Rugby Club to operate it, and to collect donations for JAB rugby in Martinborough from the NZMCA members.

The Council granted an exemption to the Camping Ground Regulations 1985 to allow Martinborough Rugby to host NZMCA members until 31 March 2014. This covered the period of summer events including the Martinborough Fairs, but did not limit the operation of the POP to events only. Martinborough Rugby made approximately \$420 in donations for junior rugby. At \$5 per vehicle per night, equates to 84 camper nights over approximately four months. The camper nights do not include the Vans and Vines event, which was held on the main rugby ground and did not include the POP.

In May 2015, Martinborough Rugby Club approached Council for a renewal of the exemption to allow the POP to continue. On 3 June 2015, Council instructed that approval of the renewal of the exemption was to be withheld until further consideration of the provision of a POP site was undertaken by the Martinborough Community Board and Council (Council 2015/354).

On 22 June 2015 Martinborough Community Board agreed to hold over a recommendation to Council until district-wide consideration of motor caravans and park over properties was undertaken in August by the Infrastructure and Planning Working Party. This work has not yet been completed, and with summer approaching, Martinborough Rugby and the NZ Motor Caravan Association are eager to find a resolution which would allow the POP to operate over summer 2015/16 ahead of the wider issues being discussed.

3. Discussion

3.1 Camping Ground Regulations 1985

The Camping Ground Regulations define a "camping ground" as :

any area of land used, or designed or intended to be used, for rent, hire, donation, or otherwise for reward, for the purposes of placing or erecting on the land temporary living places for occupation, by 2 or more families or parties (whether consisting of 1 or more persons) living independently of each other, whether or not such families or parties enjoy the use in common of entrances, water supplies, cookhouses, sanitary fixtures, or other premises and equipment; and includes any area of land used as a camping ground immediately before the commencement of these regulations.

The NZMCA POP scheme is intended to provide members with a network of locations for overnight stays throughout New Zealand, and is comprised of private properties, businesses, clubs and organisations which make space available for no charge. The reason that an exemption from the Camping Grounds Regulations was required for the Martinborough POP was that, by charging a small fee, the POP would have technically met the definition of a camping ground above. If no fee had been proposed, the regulations would not apply – as is the case in Featherston where the POP is merely an open carpark.

3.2 Complaints and concerns about the POP

In March 2014, a complaint was made by a New York Street resident to the proprietor of Martinborough Top 10 Holiday Park about the POP. The complainant was concerned about the comings and goings of vehicles, and also that someone had been camping there in a tent. The campground proprietor, Frank Cornelissen, raised the issue with Environmental Health at SWDC, along with his own concerns that the ongoing operation of an exempt camping ground was unfair to his business, which had to be compliant with the regulations.

The incident with the tent was investigated, and Martinborough Rugby installed a gate with a coded lock to prevent access by non-NZMCA members. A letter to Mr Cornelissen outlined the basis on which the exemption had been granted.

In February 2015, a neighbouring property owner complained to Council about the operation of the POP. The basis of his complaint was that visitors in campervans should be using the Top 10 Holiday Park, and that the provision of the POP was depriving the campground proprietors of income. A verbal response to this complaint was to the effect that access to the POP was restricted to NZMCA members, and these were not tourist vehicles, but self-contained units owned by New Zealand residents who were freedom campers and unlikely to use campgrounds.

3.3 Loss of revenue to campgrounds

These complaints indicate that there is a view that the provision of POPs is depriving campgrounds of potential revenue. NZMCA members comprise a significant proportion of campervan users – the Association has approximately 60,000 individual members. They are New Zealand residents rather than overseas tourists. There are approximately 5500 campervans and mobile homes owned by the rental vehicle industry available to local and overseas tourists, so the overall market for the provision of services to motor caravan users is reasonably large.

While many of NZMCA members use campgrounds, those who own self-contained vehicles have made the financial investment to give themselves the freedom to camp anywhere because they carry their own facilities with them.

Other freedom campers are either New Zealand or overseas tourists whose vehicles may or may not be self-contained. They have no access to NZMCA POPs. While many of them choose to stay in campgrounds, many others

choose to park overnight anywhere they are permitted by council by-laws (or the lack thereof).

3.4 Exemption to Camping Ground Regulations and unfairness to regulated campground operators

The exemption for the Martinborough Rugby POP was granted on the basis that while a fee is charged for use of the POP, it does not in other respects need to comply with the requirements of the Camping Ground Regulations, because no facilities are provided. It can only be used by vehicles which are certified self-contained.

There are two issues of unfairness to the Martinborough campground operators cited by the complainants. The first, the potential loss of income, has been discussed under 3.3 above. No camper, whether in a self-contained vehicle or not, can be compelled to stay in a camping ground; where an alternative such as a POP is not provided, campers will park on the street, in public carparks, and generally wherever they think they can get away with.

The second issue was raised by the Martinborough Top 10 proprietor, and that is that while he must meet the requirements of the Camping Ground Regulations as well as insurance and rates, at a cost to his business, the Martinborough POP has no such costs. The Camping Ground Regulations are made under the Health Act 1956 and their purpose is to set standards for campground facilities in terms of health and hygiene. Martinborough Top 10 provides facilities such as toilets, showers, cooking areas and a laundry to its users, and for this the campground operator is able to charge a fee commensurate with the quality of the facilities and the operating costs of the campground. The Martinborough Rugby cost provides no facilities, has no operating costs, and charges a small donation which is directed to supporting junior rugby. It is not a commercial operation, and the exemption to the Regulations recognises that.

3.5 Proposed actions for the Martinborough POP

Council has recently registered part of the Tauherinikau Racecourse as a camping ground *for self-contained vehicles only* ie while registered as a campground, it has been exempted from most of the provisions of the Camping Ground Regulations as no facilities are provided. Instead of renewing the current blanket exemption for the Martinborough POP, the same model could be followed – registration as a campground for self-contained vehicles only. The registration year is August to July, so any such registration granted now would lapse at 31 July 2016, by which time the larger issues will have been addressed by Council.

Martinborough Rugby only leases that part of Coronation Park occupied by the clubrooms and community gym. The sportsgrounds and POP area do not form part of the lease. A licence to occupy would need to be granted to Martinborough Rugby to regularise the use of the POP area; this would be conditional on Martinborough Rugby obtaining campground registration as outlined above, and also on it remaining a secure facility for NZMCA members only, with a low donation for a nightly stay. To assist council to obtain better information of use for tourism and reporting, the Martinborough POP operators would be required to maintain and submit a

log of vehicles and duration of stay. This will assist council in forming any policy or future reporting on the use.

4. Conclusion

Officers propose that the Martinborough POP be allowed to operate over the 2015/16 summer, and that this is achieved by :

- (a) granting a licence to occupy to Martinborough Rugby Club for that part of Coronation Park; and
- (b) as a condition of the licence, requiring Martinborough Rugby to seek registration as a campground for self-contained vehicles only until 31 July 2016.

The proposed paper covering both POPs and the wider issues around freedom camping in south Wairarapa is to be prepared for the first meeting of the Infrastructure and Planning Working Party in 2016. Possible outcomes may require community consultation as part of the 2016/17 annual plan process.

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

Martinborough Community Board - 3 Year Plan to 2016

Our Vision for Martinborough and District

- Martinborough is a safe, prosperous, liveable town that is well connected to Wellington and the Wairarapa region.
- An involved community that is engaged and family friendly, providing opportunities for all residents.
- A district that continues to grow its presence on the world stage through tourism, wine and food, agriculture and fishing.

Our Vision for Martinborough Community Board

- A proactive Community Board that makes a real difference to the Martinborough Ward Community.
- Actively engaged with all sectors of the community throughout Martinborough and District.
- Continue to be seen by SWDC as an effective partner in Martinborough Ward issues.

Priority Areas

1. Martinborough Town Hall & Town Centre Precinct

Revitalise the Martinborough Town Centre and develop a modern, community centre that will benefit the Martinborough Ward and beyond.

2. Our Young People

Promote positive youth development and provide appropriate recreational and leisure facilities.

3. Sense of Community

Foster an engaged, involved community that is seen as a major benefit for current and potential future residents.

4. A Pedestrian and Cycle friendly district

Ensure our town and district are safe and appealing for those travelling on foot and by bicycle.

5. Community Assets

Work with SWDC to ensure our community assets are well-maintained and encourage community use and involvement.

6. Supporting the Martinborough Ward’s Rural and Coastal Communities

Engage with our rural and coastal residents to identify priorities and work with communities and SWDC to deliver those priorities.

Background to this Plan

Martinborough Community Board agreed to develop a 3 year plan at a meeting on Dec 9th 2013.

The purpose of this plan is to:

- Develop a vision
- Identify priority areas and key projects
- Allow budget setting and targeted funding for maximum benefit
- Provide clear criteria and priorities for allocating discretionary funding
- Provide a basis for discussions with and submissions to SWDC to drive the development of Martinborough

Martinborough Community Board Members

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Priority Areas

1. Martinborough Town Hall and Town Centre Precinct

Revitalise the Martinborough Town Centre and develop a modern, community centre that will benefit all residents in the Martinborough Ward and beyond.

Lead Community Board Member: Victoria Read

MCB role: Advocate and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Work with MCCSC & SWDC to promote development of a welcoming, multi-use public space that is well connected to the Square and Town Centre.	Ongoing	MCB is represented on the Steering Group Community Engagement and Meeting Attendance.
Allocation of funds from Pain Farm and MCB, where appropriate, to facilitate the planning of this project.	Ongoing	Pain Farm funding allocated for 2014 / 15. Review future funding options for the playground development
Allocation of funds from Pain Farm and MCB to sub-projects with high community benefit, which may not be covered by fund-raising.	Ongoing	TBC as project progresses
Deliver some Christmas Spirit to the centre of Martinborough by working with Martinborough Business Association to provide Christmas Lighting and Decorations in the Square and surrounds.	Dec 2015	Pam & Vicky

2. Our Young People

Promote Positive youth development and provide appropriate recreational and leisure facilities.

Lead Community Board Member: Fiona Beattie3

MCB role: Lead and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Encourage our younger people to actively contribute to our community. Begin by engaging youth in the Town Hall Project.	Ongoing	Discuss with Town Hall user groups to identify possible committee members.

Facilitate community-led projects with high benefit to youth and consider funding where appropriate.	Ongoing	Members to encourage grant applications from youth organisations
Work with the community to gauge the interest in re-forming a Martinborough Swimming Club to drive usage of the pool. Work with a Swimming Club / SWDC to develop and improve the pool facility.	2015	Identify individuals / groups who have an interest in the pool and approach to gauge interest.
Continue to work with other agencies (MIA, MHSCC) and community groups to deliver the best outcomes for our young people.	Ongoing	Develop an understanding of agencies involved with youth.

3. Sense of Community

Work towards an engaged, involved community that is a draw card for people considering living and working in the Wairarapa.

Lead Community Board Member: Pam Colenso

MCB role: Lead and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Continue to support the Christmas Parade and Carols in the Square.	Ongoing	
Refine our funding criteria to ensure that those projects / community groups which deliver the widest benefit to Martinborough Ward in the most cost effective manner are prioritised for funding.	Completed	
Put in place a more structured approach to community engagement which covers rural areas and community groups, with each group having a lead MCB member who will meet with them at least twice a year. See APPENDIX 1.	Completed	
Use this engagement strategy to develop policy and formulate submissions to SWDC during LTP and Annual Plan processes.	Ongoing	Lisa & Pam to lead MCB submissions to SWDC
Celebrate key dates and community successes. e.g. WW1 anniversary, Christmas decorations, Town Hall milestones, etc.	Ongoing	Pam & Max to work on WW1 Commemorations
Develop a communication strategy to grow community understanding of the work of the MCB. This will include, but is not limited to, the Martinborough Star, Facebook, SWDC website.	Ongoing	Lisa / Vicky
Attend SWDC meetings at least twice a year to present and report on the progress of this plan.	Ongoing	Lisa to present this strategy to SWDC.

4. A Pedestrian and Cycle friendly district

Ensure our town and district are safe and appealing for those travelling on foot and by bicycle.

Lead Community Board Member: Lisa Cornelissen

MCB role: Lead, Advocate and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Work with SWDC during the LTP and Annual Plan processes to ensure sufficient budget and resources are allocated to maintain existing footpaths and create new ones.	Ongoing	Lisa and Pam
Work with SWDC and community organisations (Martinborough Business Association, Lions, Cycle Clubs) to research, plan and develop a cycle / walking trail around the vineyards.	LTP 2015 to 2025	Lisa
Ensure our children are safe to walk and cycle to school by working with SWDC to prioritise footpaths in the vicinity of the school.	Ongoing	Lisa
Given the location of the school on the Heavy Vehicle Bypass consult with the School and Interested Parties to implement a 40km speed limit past the school.	Ongoing	Pam
Support and Encourage cycling events within the Martinborough Ward.	Ongoing	Lisa
Advocate for continued and improved public transport links to Wellington and the Wairarapa region.	Ongoing	Lisa

5. Community Assets

Work with SWDC to ensure our community assets are well-maintained and encourage community use and involvement.

Lead Community Board Member: Max / Lisa

MCB role: Lead and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Support the Considine Park Committee to continue to develop this park in line with the Development Plan.	Ongoing	Pam and Vicky
Utilise our engagement strategy and revised funding criteria to identify priorities for development of community assets including Parks & Reserves, Swimming Pool, Playground and Library.	Ongoing	
Utilise our communication strategy to ensure Martinborough Ward residents are well-informed and encouraged to make the most of our community assets.	Ongoing	Lisa & Vicky

6. Supporting the Martinborough Ward’s Rural and Coastal Communities

Engage with our rural and coastal residents to identify priorities and work with communities and SWDC to deliver those priorities.

Lead Community Board Member: Julie Riddell

MCB role: Advocate and Fund where appropriate

Initiative	Timing	Actions / Responsibilities
Support the joint Councils application for rural broadband funding	Ongoing	
Support SWDC’s plan to implement coastal reserve plans over the next 10 years	Ongoing	
Encourage funding applications from our rural and coastal communities	Ongoing	
Ensure we make regular contact with our rural and coastal communities in line with our communication and engagement strategies	Ongoing	

Community Engagement

Rural Areas

Ngawi / Lake Ferry / Pirinoa	Pam Colenso
Tora / Tutumuri	Victoria Read
Hinakura / Longbush / Moiki / Ponotahi	Julie Riddell
Kahutara	Fiona Beattie

Community / Demographic Groups

Families School / Plunket / Play Centre / Kindergarten	Victoria Read
Youth including Breakfast Club & Youth Trust	Fiona Beattie
Graffiti Working Party	Julie Riddell
Our older people	Pam Colenso and Julie Riddell
Tourism / Business including Martinborough Business Association	Lisa Cornelissen
Iwi / Marae	Lisa Cornelissen and Victoria Read
Sporting - Rugby Club / Squash Club / Pony Club / Tennis / Bowls etc.	Max Stevens
Emergency Services / Civil Defence	Julie Riddell