



Martinborough Community Board

Minutes – 23 June 2014

- Present:** Pam Colenso (Chairperson), Adi McMaster, Victoria Read and Cr Max Stevens.
- In Attendance:** Mayor Adrienne Staples, 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 23 June 2014 between 6:30pm and 7:10pm.

PUBLIC BUSINESS

1. APOLOGIES

MCB RESOLVED (MCB 2014/38) to receive apologies from Lisa Cornelissen and Cr Julie Riddell.

(Moved Colenso/Seconded McMaster)

Carried

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. PUBLIC PARTICIPATION

There was no public participation.

4. COMMUNITY BOARD MINUTES/EXPENDITURE

4.1 Martinborough Community Board Minutes – 12 May 2014

MCB RESOLVED (MCB 2014/39) that the minutes of the Martinborough Community Board meeting held on 12 May 2014 be received and confirmed as true and correct.

(Moved Cr Stevens/Seconded Read)

Carried

4.2 Matters Arising

There were no matters arising.

4.3 Action Items From Previous Meeting

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

DISCLAIMER

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

- 4.4 Income and Expenditure Statement to 31 May 2014
MCB RESOLVED (MCB 2014/40) to receive the Income and Expenditure Statement to 31 May 2014.
(Moved Cr Stevens/Seconded Colenso)

Carried

5. OPERATIONAL REPORTS – COUNCIL OFFICERS

5.1 Officers' Report to Community Boards

The Community Board considered the report and discussed Council's decision regarding the approval of the first stage of the Martinborough Town Hall project, the footpath maintenance decision for 14/15, development of a priority list for 'new' footpaths for 15/16 and maintenance of the court house building.

MCB RESOLVED (MCB 2014/41):

1. To receive the Officers' Report to Community Boards.
(Moved Colenso/Seconded Read)
2. Action 347: Advise the MCB via email when the court house is due for repainting – as per the asset maintenance plan; M Allingham

Carried

6. COMMUNITY BOARD/COUNCILLORS REPORTS

6.1 Chairperson Report

MCB RESOLVED (MCB 2014/42) to receive the Chairperson's Report.
(Moved Colenso/Seconded McMaster)

Carried

6.2 Considine Park Committee

Mrs Colenso tabled minutes from a meeting of the Considine Park Committee on the 4 June 2014. Mrs Colenso noted recommendations from the Committee to the Community Board for endorsement through to Council. The Community Board agreed in principal to the recommendations as outlined by the Considine Park Committee.

MCB NOTED:

1. Action 348: Provide a report to the 4 August MCB meeting addressing the recommendations from the Considine Park Committee and clarifying whether the cedar hedge in the Park is protected; M Allingham

6.3 Youth Forum Update

Mrs McMaster expressed disappointment that the grant application for youth funding from The Ministry of Youth Development was declined.

MCB RESOLVED (MCB2014/43):

1. To receive the Youth Forum Report.
(Moved McMaster/Seconded Colenso)

Carried

DISCLAIMER

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2. Action 349: Contact The Ministry of Youth Development and discuss why the grant application for youth development in the South Wairarapa was declined and why it was granted to a Masterton applicant for an unendorsed project in the South Wairarapa; Mayor Staples

6.4 Banners for Martinborough

Mrs Colenso tabled a quote and design proposal using the Martinborough Business Association logo. Members were in general agreement with the design and that the flags should be hung so they face incoming traffic to Martinborough.

7. CORRESPONDENCE

7.1 Outwards

To Graham Howie, cc Trevor Blacktop, from Committee Secretary on behalf of the Martinborough Community Board dated 11 June 2014.

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

DISCLAIMER

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**Martinborough Community Board
Action Items
From 23 June 2014**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
833	MCB	9-Dec-13	Action	Mark	Review the storm water contract to determine the level of open drain spraying maintenance within the urban area and obtain a cost to spray the open drains in Martinborough	Open	7/2 In progress. 12/6 In progress
260	MCB	12-May-14	Action	Mark	Locate a landscaping plan for the Martinborough Town Square which includes the location of electrical wiring and the irrigation equipment	Open	12/6 In progress 17/7 Checking with contractors for further information
261	MCB	12-May-14	Action	Mark	Provide clarification on what the 2013/2014 beautification budget for Martinborough was spent on and whether any funds remain	Actioned	12/6 \$10300.00 available to be spend by end of June or carried forward to next financial year
262	MCB	12-May-14	Action	Mark	Provide an email update on the status of the seating project for Martinborough Square	Open	12/6 Officer to email update 17/7 To be done by 21/7
347	MCB	23-Jun-14	Action	Mark	Advise the MCB via email when the court house is due for repainting – as per the asset maintenance plan	Open	14/7 Officer to investigate
348	MCB	23-Jun-14	Action	Mark	Provide a report to the 4 August MCB meeting addressing the recommendations from the Considine Park Committee and clarifying whether the cedar hedge in the Park is protected	Open	
349	MCB	23-Jun-14	Action	Mayor	Contact The Ministry of Youth Development and discuss why the grant application for youth development in the South Wairarapa was declined and why it was granted to a Masterton applicant for an unendorsed project in the South Wairarapa	Actioned	

<i>Martinborough Community Board</i>		
<i>Income & Expenditure to 30 June 2014</i>		
<u>INCOME</u>		
Balance 1 July 2013		40,695.43
Annual Plan 2013/14		20,959.00
TOTAL INCOME		61,654.43
<u>EXPENDITURE</u>		
Members' Salaries		9,491.32
Total Personnel Costs		9,491.32
AP House of Travel McMaster Wn-Dn-Wn 25-27 Sept		344.35
AP 16 guests 10/9/13 C/Brds		37.10
Travel and Parking		105.00
AP A McMaster 25 & 26/9/13		173.91
AP SOLGM Desk/Pocket Diaries 2014		31.80
AP NZ Local Govern Annual Com Brd levies		166.68
expenses x wages exps x wages Dec		56.50
Conference A McMaster		565.22
AP Circus Cinema R 19/3/14 Youth Forum Meeting		44.78
10-Trip Swimming pool Passes		200.00
Meeting costs youth forum		130.00
A McMaster remb youth forum meeting exps		70.84
A McMaster remb youth forum meeting exps		35.00
A McMaster remb youth forum meeting exps		20.14
Total General Expenses		1,981.32
AP Martinborough M Collections project grant		3,000.00
AP Wairarapa Mathe Community Board Grant 2013		200.00
AP Kokomai Creative Festival 2013		500.00
AP Southern Wairar Grant - WAIGROWN 27/9 Music Festival		500.00
MBA Squash Club Grant - Refurbishing club kitchen		1,000.00
AP South Wairarapa Extrac Curricular prgm Mbo children		433.48
AP Wairarapa Mathe Maths Wairarapa Comp - MCB		200.00
Total Grants		5,833.48
TOTAL EXPENDITURE		17,306.12
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE		44,348.31
<u>LESS: COMMITMENTS</u>		
Salaries to 30 June 2014		-
Square Lighting		1,000.00
Youth forum		79.24
School holiday swimming		200.00
Flags/banners		2,500.00
Considine Park bench		700.00
Martinborough Town Hall and Community Centre Project		25,000.00
Total Commitments		29,479.24
BALANCE TO CARRY FORWARD		14,869.07

MARTINBOROUGH COMMUNITY BOARD

4 AUGUST 2014

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To report to Community Boards and the Maori Standing Committee on general activities since the last meeting.

Recommendations

Officers' recommends that the Community Board/Committee:

1. *Receive the information.*

CHIEF EXECUTIVE OFFICER

1. Executive Summary

The Annual Plan was adopted on 25 June as planned, over 155 submissions were received, analysed, considered, debated and decided upon. This annual plan includes a number of exciting initiatives and it is now up to officers to deliver on the plan. Responses to submissions are currently being compiled and will be sent in the next couple of weeks.

Now that the annual plan is completed, it is time to commence with the LTP. Work has commenced internally and a draft timetable will be issued in due course. There have been a number of legislative changes since the last annual plan which local authorities around the country are grappling with.

This is always a very busy time of year and the annual report is underway. While the audit team are not due here until late September we require that full amount of time to compile the working papers and reports to support the disclosures.

2. Governance/Leadership/Advocacy

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

GOVERNANCE/LEADERSHIP/ADVOCACY KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	73%	NRB Survey 3 yearly*
Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	75%	62%	NRB Survey 3 yearly
Ratepayers and residents are satisfied with Council's decisions and actions	50%	76% (very or fairly satisfied)	NRB Survey 3 yearly
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%(very or fairly satisfied)	NRB Survey 3 yearly
Community Board decision - making reports on local issues	90%		Community Board reports and minutes
% of ratepayers and residents who know how to contact a community board member	65%	65%	NRB Survey 3 yearly
Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	65%	49%	NRB Survey 3 yearly
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 minutes

2.1 Local Government Commission/Governance Review

The Local Government Commission (the Commission) has decided that:

"...it will not issue any proposal during the regulated period for the 2014 general election..."

This statement is in relation to all reorganisation proposals including Wairarapa's Unitary Authority proposal.

This change had been quietly signalled over the previous month or so, however it was good to get confirmation that this was the actual course of action.

3. Strategic Planning and Policy Development

3.1 Meetings

3.1.1. Civil Defence

Discussions are on-going with WREMO regarding the updated "concept of operations".

While there is a lot of focus on preparing for "declared events, the majority of incidents in the Wairarapa are localised impacting one or two local authorities.

This initiative will be useful in providing more resource to the local controllers in the event of an emergency.

3.1.2. Chief Executives Forum

The Wairarapa Authorities are not impacted to any significant level by the goings on over the hill, the key items discussed were:

- Interrelationships with the state highway and local authority managed roading networks was discussed in relation to the “Petone to Grenada” upgrade planned. In particular traffic flows in and around Petone were raised.
- The regional ICT project was discussed – in reality only three of the Wellington basin LA’s are involved – we are keeping a watching brief on this project.
- Spatial planning is also on the agenda, however previous attempts, and the current analysis, seems to indicate a regional spatial plan would be very difficult to achieve given each of the local authorities obligations within their own boundaries.
- Wellington Regional Economic Development Agency progress was also discussed, with all local authorities in the region agreeing in principal to go to the next phase, which is the detailed consultation.
- Airport extension was briefly discussed.

While the majority of the discussion is Wellington based, the level of discussion and willingness to discuss shared initiatives in an open manner is refreshing.

Note also that Capacity infrastructure have taken over management of all water and wastewater operations in the Wellington basin.

3.1.3. Rural and Provincial

This is a useful forum and in particular this forum proved how common the issues facing R & P sector are.

Matters discussed included the FAR review and One Network Road Classification, derelict buildings, freedom camping, alcohol, reorganisation, 3 waters, and rural broadband.

The derelict buildings issue was timely and interesting. Rotorua DC had spent approximately \$70,000 over 7 years on one residential property – in the end the only avenue was for RDC to purchase the property. The Rural and Provincial forum have asked National Council to investigate and advance this issue to enable Local Authorities more power to resolve these types of structures.

3.2 Legislation

We continue to work toward implementation of the various legislation changes that have been, or are about to be made.

Upcoming legislative changes, on top of those recently enacted will place a strain on resources. We continue to look at ways to best manage the continuing impacts of legislation.

The Local Government Amendment Bill before the Committee of the House will probably go through to the third reading, the timing of some initiatives may need to be reviewed.

Attached as Appendix 1 is commentary from the Department of Internal Affairs summarising the changes that are proposed in the Bill.

3.3 Wastewater Consents

The three wastewater consents are tracking generally as planned, the timeframe for issuance is still planned to be late 2014 for all consents.

3.4 Wastewater Funding

While the response from letters to various Ministers requesting consideration of the financial impact of the Freshwater Policy Statement was unsuccessful, Mayor Staples was able to raise the matter with the Prime Minister and this was acknowledged in a response from Hon Lotu-Iiga, Associate Minister of Local Government.

At least they know, and may be a little less critical about rates increases!

4. Monitoring and Reporting

4.1 Annual Plan

The 2014/15 Annual Plan was adopted on 25 June 2014 as planned.

The final average rates increase was 3.58%, mainly impacted by the urban area as the increase was largely driven by wastewater costs.

Over 155 submissions were received covering approximately 300 items.

4.2 Annual Report

The 2013/14 Annual Report preparation is underway, it is not anticipated there will be material changes from that reported in the Management Accounts tabled.

Audit New Zealand are due to be on site 29 Sept to 10 Oct, the statutory sign off date is 31 October.

4.3 Long Term Plan

Work has commenced internally on the LTP. A timetable will be issued shortly for consideration.

There have been a significant number of changes in legislation since the last LTP, these won't really impact the LTP process, but are mainly around more disclosures.

4.4 Rates Arrears

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALLMENT DUE	SWDC COMPONENT \$'000 (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773

Nine ratepayer accounts have been referred to our lawyers for an initial letter. If there is not response to these initial letters formal legal action will commence. The cost of this formal legal; action is recovered from the ratepayer.

A further 45 demands have been made to organisations who have an interest in properties that are in arrears. This is mainly banking institutions.

5. Corporate

5.1 Staffing

For the role vacated by JP Irwin, Bill Sloan has agreed to take this position over. There will be a change to the administration in the I & S department to support this move. Some aspects of Mr. Sloan's previous role will need to be contracted out (e.g. asset management plans) however it is believed this move will provide stability back into the I & S department.

Local Authorities around the country are finding it difficult to recruit in this area, with the Christchurch situation soaking up most staff.

5.2 Collective Employment Agreement

Negotiations have commenced on a new collective, it is hoped these will conclude in a month or so.

5.3 Occupational Health and Safety

There were a couple of incidents that occurred, one a scalding when a plate of hot soup was spilt taking it out of the microwave, the other a trip on a mat.

Remedial measures were taken to minimize the chance of these events reoccurring.

5.4 Insurance

JLT (Jardines) presented their draft insurance proposal for Councils insurance needs as reported to the previous meeting.

These discussions have generally been concluded with the same level of cover being achieved at slightly lower cost than previous years.

5.5 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
13 May	1746 State Highway – consents for original sub-division.	Details provided.
16 May	Issues relating to establishment of Alloa Gunclub, Moroa Road	Outlined the District Plan requirements and confirmed these were met. Where writer had non - council controlled concerns was advised to which body to refer those concerns.
28 May	Revenue and running costs for Martinborough Town Hall.	
3 June	Seeking information additional to that sought on 21 May relating to the Gun Club at Moroa Road	
4 June	Details of costs and staff input into royal visit.	None as visit to region in private capacity.
18 June	Further request for details of any costs associated with royal tour	No costs were incurred.
18 June	Copy of letter from Menz Shed to Council	Letter supplied.
19 June	Information water races and by laws. Copy of consents for Moroa and Longwood water races. Names of Ratepayers of Longwood and Moroa water races.	Names of ratepayer withheld. Other detail can be supplied but need to pay fee for costs incurred for research and copying.
18 June	Copies of each letter, leaflet, newspaper advertisement, information sheet and/ or discussion document relating to the Martinborough Town Hall.	
19 June	Costs associated with amalgamation review- broken down into categories such as surveys, consultants and advertising	
23 June	Information relating to subdivision works which are causing flooding on our property, 8 Yule Grove, Greytown.	Detail can be supplied but need to pay fee for costs incurred for research and copying.
3 July	Information relating to consents for properties owned by the T Base 2 Ltd	

6. Appendices

Appendix 1 – DIA commentary on Local Government Act 2002 Amendment Bill (No 3)

Contact Officer: Paul Crimp, Chief Executive Officer

**Appendix 1 – DIA
Commentary on Local
Government Act 2002
Amendment Bill (No 3)**

The Department of Internal Affairs

The Department of Internal Affairs

Te Tari Taiwhenua

Building a safe, prosperous and respected nation

Better Local Government

- [Overview](#)
- [Local Government Act 2002 Amendment Bill](#)
- [Implementing the 2012 Act](#)
- [Sector consultation](#)
- [Background](#)
- [Links to other Government programmes](#)
- [Resources](#) (fact sheets, technical background information, articles)

Keep in touch - If you would like to be kept in the loop about updates and changes to this website please email blg@dia.govt.nz

Attention: Nominations are now being sought for [development contributions commissioners](#)

Overview

In March 2012 the Government announced an eight point reform programme for local government. This is part of the Government's broader programme for building a more productive, competitive economy and better public services.

The first phase of the programme culminated in [legislation](#) that was passed in December 2012.

The Government has made decisions on the contents of a further piece of legislation, covering most of the topics that have been looked at during phase two of Better Local Government.

The [Local Government Act 2002 Amendment Bill \(No 3\)](#) passed its second reading on Tuesday 27 May 2014.

The Bill amends the Local Government Act 2002 to:

- change what development contributions can be used for;
- allow for objections to development contributions charges;
- encourage more collaboration and shared services between local authorities;
- make consultation requirements more flexible;
- provide for a new significance and engagement policy;
- enable more efficient and focused consultation on long-term plans and annual plans;

- remove unnecessary duplication between annual plans and long-term plans;
- introduce new requirements for [infrastructure strategies and asset management planning](#);
- enable elected members to use technology to participate in council meetings, rather than attending in person;
- require councils to disclose information about their rating bases in long-term plans, annual plans and annual reports; and
- require disclosure of risk management arrangements for physical assets in annual reports.

The Bill also includes provisions that enable the Local Government Commission to:

- establish local boards (similar to those in Auckland) as part of new unitary authorities, and in existing unitary authorities; and
- create council-controlled organisations and joint committees as part of a reorganisation scheme.

[General Q & A \(.doc\) 70KB](#)

The Government has also made decisions about the details of [local government financial prudence regulations](#). The ability to make these regulations was provided for in the legislation that was passed in 2012. These decisions mean the regulations can now be prepared. They are expected to be published in the first half of 2014.

Work is also underway on aspects of the reform programme that do not involve legislative change. This includes exploring options for a local government performance improvement and monitoring framework, and work arising from the Productivity Commission's inquiry into local regulation. [See: ['Towards Better Local Government' - final report from the Productivity Commission \(13 May 2013\)](#)]

For more detail and to keep up-to-date with progress email blg@dia.govt.nz

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Local Government Act 2002 Amendment Bill (No 3)

- [Development contributions](#)
- [Local boards outside Auckland](#)
- [Efficient delivery and governance of local authority services](#)
- [Consultation, decision making and long-term/annual plans](#)
- [Infrastructure delivery and asset management](#)
- [Amendments to Financial Reporting Regulations](#)

The Local Government Act 2002 Amendment Bill (No 3) was introduced into Parliament on 4 November 2013. It was referred to the Local Government and Environment Select Committee and was reported back to the House. The reported back version of the Bill can be found here:

- [Local Government Act 2002 Amendment Bill \(No 3\) - as reported from the Local Government and Environment Committee \(Parliament website\)](#)

A summary of the key changes made to the Bill can be found here:

- [Summary of key changes - Word version \(.doc\) 65k](#)
- [Summary of key changes - PDF version \(.pdf\) 12k](#)

The Bill gives effect to Government decisions about a further set of reforms to the Local Government Act 2002, building on the amendments made in 2010 and 2012. The reforms are designed to encourage and enable local authorities to improve the efficiency and effectiveness of their operations and processes.

A summary of these decisions, and the issues to which they relate, can be found [here](#)

Many of the proposed changes are in response to reports by the [Local Government Efficiency Taskforce](#) and the [Infrastructure Expert Advisory Group](#), which were established earlier in the Better Local Government programme.

Development contributions

Cabinet paper (8 August 2013): [Better Local Government: Improving development contributions \(.pdf\) 2MB*](#)

This Cabinet paper sets out decisions made on development contributions, which are given effect to in the Bill. See media release (15 August 2013): [Council development charges reined in to assist housing affordability \(Beehive website\)](#)

The changes to development contributions provisions, and the way in which they are implemented, are intended to make them fairer, better focused, more transparent, and more workable. This will be achieved by:

- a new purpose for development contributions, and principles to direct and guide their use;
- clarifying and narrowing the range of infrastructure that can be financed by development contributions;
- improving the transparency of development contributions policies;
- encouraging greater private provision of infrastructure through the use of development agreements;

- introducing a development contributions objection process, with decisions made by [independent commissioners](#); and
- clarifying legislative provisions to make them more workable and easier to understand.

These legislative changes will be supported by guidance that draws on good practice from within the local government and property development sectors.

Development Contributions Commissioner Appointments

The role and skills required of a development contributions commissioner will be of a similar nature to that of an independent commissioner under the Resource Management Act 1991.

The development contributions commissioners will be appointed by the Minister of Local Government and it is proposed that the positions will come in to effect from 1 July 2014.

Applications for commissioner roles are now being called for.

If you are interested in the position, fill in the [Appointment Disclosure Form](#) (PDF, 32k) and scan it and a copy of your CV and send to: blg@dia.govt.nz by **30 May 2014**. Please mark the email **Attn. Richard Hills**.

For more information see the [information sheet](#) (PDF, 70k) and the [questions and answers sheet](#) (PDF, 73k).

Background

Early in 2013 the Department of Internal Affairs undertook a review of development contributions. This review was part of both the Better Local Government programme and the wider Government response to housing affordability issues.

As part of the review, the Minister of Local Government released a discussion paper about the current development contributions regime. Submissions on this paper closed on 15 March 2013.

- [Submissions received](#)
- [Development Contributions Review Discussion Paper \(.doc\)](#) 586k
- [Development Contributions Review Discussion Paper \(.pdf\)](#) 617k*
- [Development Contributions Q & A \(.doc\)](#) 68k

Local boards outside Auckland

Cabinet paper (June 2013): [Better Local Government: Local boards outside Auckland \(.pdf\)](#) 618k*

This Cabinet paper sets out decisions relating to use of the local boards 'two-tier' governance model outside Auckland. Under this model, local boards share governance with a council's

governing body (i.e. the mayor and councillors), with each having complementary responsibilities.

The Government has decided to make local boards more widely available, with adaptations that make the model appropriate in different circumstances. The Bill includes provisions that enable the Local Government Commission to:

- consider the option of local boards during any proposed reorganisation, and establish them as part of new unitary authorities; and
- consider establishing local boards in existing unitary authorities, and deal with these proposals through a shorter reorganisation process.

The local boards model in the Bill has many of the same features as in Auckland, but with the flexibility to allow the Commission to tailor the details to suit each reorganisation.

[Local boards Q & A \(.doc\) 80KB](#)

Efficient delivery and governance of local authority services

[Cabinet paper \(July 2013\): Better Local Government: Opportunities to improve efficiency \(.pdf\) 1.84Mb*](#)

Part B of this Cabinet paper sets out decisions to amend the legislation to encourage and facilitate shared services, joint delivery and other collaborative arrangements between local authorities.

These decisions complement new proposals relating to local boards, and the reforms to the reorganisation process that were made in 2012. The aim is to provide local authorities with a range of practicable options through which they can achieve efficiencies in the scale at which services and facilities are managed and delivered.

The amendments in the Bill:

- provide for greater encouragement to local authorities to collaborate and cooperate;
- enable the Local Government Commission to create council-controlled organisations and joint committees as part of a reorganisation scheme;
- provide for greater transparency, clarity and accountability in contracting for delivery of services by council-controlled organisations;
- broaden the scope of the triennial agreement between councils within each region;
- provide a clearer framework for joint committees;
- clarify provisions relating to the transfer of responsibilities from territorial authorities to regional councils; and
- clarify that the Local Government Commission can, through the reorganisation process, provide for a regional council to exercise powers and responsibilities conferred on territorial authorities by statute.

[Efficiency Q & A \(.doc\) 70KB](#)

Consultation, decision making and long-term/annual plans

[Cabinet paper \(July 2013\): Better Local Government: Opportunities to improve efficiency \(.pdf\) 1.84Mb*](#)

Part A of this Cabinet paper sets out decisions to change the consultation, decision-making, and long-term/annual planning requirements in the Local Government Act 2002.

The Government has decided to provide councils with more flexibility about how they undertake consultation. The aim is to enable councils to design decision-making and engagement processes that are efficient, effective, and appropriate to a range of different circumstances and community interests.

To give effect to these decisions, the Bill:

- provides for new significance and engagement policies, to provide clarity about how and when communities can expect to be engaged in decisions about different matters;
- amends the special consultative procedure, so it accommodates new ways for communicating and consulting with the public; and
- repeals most requirements to use the special consultative procedure when consulting under the Local Government Act 2002. (Consultation would still be required, though, in accordance with the principles of consultation in the Act.)

The Bill also provides for a new, concise and focused consultation document for long-term and annual plans. Councils would use these to consult instead of issuing detailed draft plans containing a lot of technical material.

The long-term plan consultation document would identify the main issues and choices facing local authorities and their districts, and the consequences of those choices (including financial and level of service implications). It would provide a plain language explanation of the matters that are important to local communities, and help to inform discussions about those matters.

Consultation relating to the annual plan would focus on proposed differences from the long-term plan, including significant new spending proposals. The final annual plan would not need to duplicate information from the long-term plan for that year.

In addition, the Bill includes provisions that enable elected members to use technology to participate remotely in council meetings (e.g. through video conferencing). This would be subject to appropriate safeguards to preserve the integrity and transparency of democratic processes.

- [Consultation and planning provisions Q&A \(.doc\) 80KB](#)

Infrastructure delivery and asset management

Cabinet paper (August 2013): [Better Local Government: Improving infrastructure delivery and asset management \(.pdf\)](#) 2.1Mb*

This Cabinet paper sets out decisions made on improving infrastructure delivery and asset management, which are given effect to in the Bill. See media release (28 August 2013): [Local Government planning overhauled \(Beehive website\)](#)]

The Cabinet paper explains decisions to introduce new requirements for infrastructure strategies and asset management planning. It builds on proposals in an earlier paper 'Opportunities to improve efficiency'. (Decisions in Part C of that paper were deferred so that further information could be prepared and considered.)

These decisions recognise that, while many councils are managing their assets well, changes are needed to ensure all councils are planning effectively for future infrastructure needs.

To address this, the Bill includes provisions that:

- reinforce the importance of asset management planning as part of a council's prudent stewardship of resources;
- require councils to prepare an infrastructure strategy for at least a 30 year period, and to incorporate this into their long-term plans from 2015; and
- require councils to disclose risk management arrangements, such as insurance, for physical assets in their annual reports.

The purpose of the infrastructure strategy is to identify significant infrastructure issues for the local authority over the 30 year period, the principal options for managing those issues, and the implications of those options. This would address the lack of public information about investment needed beyond the current 10 year long-term planning horizon.

The infrastructure strategy would cover, as a minimum, those of the five core infrastructure categories (relating to water, wastewater, stormwater, flood protection, and roading) that the local authority provides. Certain information derived from asset management planning would be included in the strategy.

The Department has prepared an [example infrastructure strategy \(.pdf\)](#) 531Kb for a fictional unitary authority. The example is designed to illustrate the intent of the provisions in the Bill relating to the content and level of detail to be included in infrastructure strategies. It is not expected that local authorities will follow the exact same approach to that contained in the example.

- [Assets Q & A \(.doc\)](#) 71k
- [Background](#)
- [Local Government Efficiency Taskforce](#)

- [Expert Advisory Group on local government infrastructure provision](#)

Amendments to Financial Reporting Regulations

To complement the other infrastructure-related proposals, the Government decided to amend the Local Government (Financial Reporting) Regulations 2011 to require disclosure of balance sheet information for core assets.

These decisions are included in Part E of the Cabinet paper [Better Local Government: Opportunities to improve efficiency \(.pdf\) 1.84Mb*](#)

There is currently an information gap that prevents the construction of a national balance sheet for core local authority assets (water, wastewater, stormwater, flood protection, roading). To address this, the Financial Reporting Regulations have been amended to require councils to disclose certain standard balance sheet information for each of these assets in their annual reports.

View the Local Government (Financial Reporting) Amendment Regulations 2013 here:
<http://www.legislation.govt.nz/regulation/public/2013/0468/latest/whole.html#DLM5728112>

Local authorities will include their first disclosures under the new regulations in their annual reports for the 2013/14 financial year. The Department has prepared an example extract from a fictional local authority's annual report to illustrate the additional information that will need to be disclosed: [Example disclosure \(.pdf\) 65KB*](#)

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Implementing the 2012 Act

The first phase of the Better Local Government programme culminated in [legislation](#) that was passed in December 2012. This amended the Local Government Act 2002 to provide for:

- [a new purpose of local government;](#)
- [financial prudence requirements;](#)
- [changes to council governance arrangements, including new mayoral powers, and a menu of assistance and intervention options for the Minister of Local Government; and](#)
- [changes to the process for reorganising local government.](#)

Most of these changes came into effect as soon as the Act was passed. The new mayoral powers apply from the October 2013 elections.

The financial prudence requirements are to be set by regulation. The work to develop those regulations is underway, in consultation with Local Government New Zealand.

Local government reorganisations are dealt with by the Local Government Commission, in accordance with the new procedures in the Act. Further information on these procedures, including how to make an application, and the status of current applications, can be found on the Commission's website: www.lgc.govt.nz

The new purpose statement

The purpose of local government, as defined in the Act, continues to be to “enable democratic local decision-making and action by, and on behalf of, communities”. This hasn't changed.

The second part of the purpose of local government is now: “to meet the current and future needs of communities for good-quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost-effective for households and businesses”.

The change focuses local authorities on doing the things only they can do, and do well. It encourages them to reduce red tape and compliance costs, minimise rates, lower debt, and provide high quality infrastructure in a cost-effective way.

The new Act reinforces that local government acts on behalf of its communities and works with them to decide what local services and infrastructure will be provided and at what cost.

The new purpose statement encourages local authorities to take a fresh look at what they are doing and why, and to seek guidance from their communities about what they want from their council now and into the future.

Financial prudence regulations

- **Cabinet paper (November 2013): [Local government financial prudence regulations \(.pdf\)](#)** 1MB.

This Cabinet paper sets out the Government's decisions about the details of financial prudence regulations for local government. (See media release: [Financial benchmarks for local government 13/11/2013](#)) The decisions implement provisions in the 2012 Act, which enable benchmarks or parameters to be set by way of regulations made in consultation with Local Government New Zealand.

Under the regulations local authorities may be required to disclose specified financial benchmarks in their annual and long-term plans and to report performance against benchmarks in their annual reports.

The Auditor-General will report on the completeness and accuracy of local authorities' reporting against the benchmarks as part of her audit of long-term plans and annual reports.

The changes will encourage greater financial discipline in the local government sector, and will meet concerns about rising rates and council debt. They will foster a culture of continuous improvement across the sector, and showcase best practice and excellence in local authority financial management. The regulations will also provide information about councils' financial health.

The changes will also make it easier for ratepayers to assess their council's financial state, and will promote better financial decision making.

The Local Government (Financial Reporting and Prudence) Regulations 2014 have been approved by the Executive Council and are now gazetted. The Regulatory Impact Statement relating to the approved regulations can be viewed here:

- [Financial Prudence Regulations - Regulatory Impact Statement - released 20 March 2014](#)
- [Financial Prudence Regulations - Questions and Answers \(.pdf\) 72KB](#)
- [Financial Prudence Regulations - Questions and Answers \(.doc\) 23KB](#)

Governance arrangements

There are three planks to the new governance provisions: a menu of assistance or intervention options for the Minister of Local Government, some changes to Mayoral powers, and a number of smaller changes to governance arrangements.

Menu of assistance or intervention options

There is now a "menu" of ways the Minister can step in to help councils deal with crises - or avoid them altogether.

The menu of options only applies to local authorities - if there is an issue with a council-controlled organisation it will be up to the relevant council to manage that.

The menu provides for six powers: request information from a council, appoint a Crown Review Team, appoint a Crown Observer, appoint a Crown Manager, appoint a Commission, or call a general election.

The Minister has published, in the [NZ Gazette](#), a list of matters to be considered when deciding whether assistance or intervention is required. Councils can also ask for help. These changes mean central government can give councils the right level of help at the right time to meet the nature and seriousness of problems, and before situations become critical.

Request information

This is a new power under which a council would be asked to give the Minister information about a problem and the steps that are being taken to deal with it.

Appoint a Crown Review Team

This power is based on an existing power. It means the Minister can appoint a Review Team to investigate a significant problem in a council, make recommendations about how to address it and, if necessary, recommend further action to the Minister.

Appoint a Crown Observer

This is a new power and is based on voluntary initiatives that have been agreed between the Government and a council in the past. A Crown Observer would be appointed to monitor a council's progress on addressing a significant problem, help the council address the problem and, if necessary, recommend further action to the Minister.

Appoint a Crown Manager

This is a new power under which a Crown Manager would be appointed to direct a council to the extent needed to resolve a significant problem and, if necessary, recommend further action to the Minister.

Appoint a Commission

This is an existing power where a Commission can be appointed to perform and exercise a council's responsibilities, duties, and powers. Under this power the Minister can postpone the next local election.

Call a general election

This is an existing power, under which the Minister can dismiss a council and call a general election. This would happen if a council is unable or unwilling to perform its functions or duties.

Mayoral powers

Mayors will have a greater ability to lead their council, but this is tempered by powers of full councils. Council decisions and policies must be made by the majority of council members and councils can disestablish a committee established by a mayor, or remove any chairs the mayor has appointed.

And while the new governance arrangements will apply to Auckland, the Auckland Mayor already has enhanced powers similar to those being made available to other mayors.

The new powers are not available to regional council chairs as they are not directly elected by voters.

There is more detail about this in the [Mayoral Powers Fact Sheet](#).

Other governance arrangements

Councils can now set policies on staff numbers and their pay; must review those at least once every three years; and must include information on the number of staff employed by salary bands in their annual report. These changes will make it easier for councillors to control council labour costs and informs ratepayers about these costs for their council.

Reorganisation process

Under the new process, anyone can apply for a local government reorganisation providing they can show there is community support, identify the rationale for change, and explain how the proposed option promotes good local government.

The Local Government Commission's role and responsibilities have changed. An important part of the Commission's role is to decide which of the options best promotes good local government in a particular area. This will involve considering whether the available options achieve the purpose of local government and aid improved economic performance. The Commission's preferred option will then be turned into a draft proposal and issued for consultation with communities.

A petition signed by 10 per cent of affected electors in any affected district can demand a poll on a final reorganisation proposal. There will be 60 working days to prepare a petition. If a poll happens, the result will be determined across the whole area affected by the proposal.

The Act now provides clarity about the transition arrangements that will apply if a proposal goes ahead. For example, transition bodies will be set up to work with the Commission while it prepares reorganisation schemes. These bodies will include people from the affected councils, ensuring there is local input into the detailed schemes.

Further information about the new procedures, including how to make a reorganisation application, is provided on the Local Government Commission's website: www.lgc.govt.nz

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Sector Consultation

Consultation is currently running with Local Government New Zealand on the financial prudence regulations.

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Background

- [Cabinet papers and minutes](#)
- [Regulatory Impact statements](#)

RESOURCE MANAGEMENT GROUP

1. Resource Management

1.1 Resource Management Act - District Plan

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%	35%	Refer to NRB Survey in addition to the 35% who thought the district was a better place to live 49% indicated it was about the same and 8% could not decide.
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	70%	Refer to NRB Survey

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	99%	NCS data
s.223* certificates issued within 10 working days	100%	100%	NCS data
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	96%	NCS data

1.2.1. Consent Processing

Council has processed 115 resource consents during the year to date (01/07/13 to 30/06/14). In the same period during the previous year (01/07/12 to 30/06/13) the Council processed 100 resource consents.

In the period since the last report (01/06/14 to 01/07/14) Council processed 11 resource consents. Officers provide detailed information as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

A resource consent application by T. Martin and V. Read to subdivide land off Weld Street, Martinborough (to create one new lot) was heard by an independent commissioner (Ms C. Foster) on 12 June 2014 (the use of an independent commissioner had been required by a submitter).

The hearing was attended by 5 submitters and the applicants.

Issues were covered in considerable detail but can be distilled down to the potential precedent effect of granting the subdivision and the effects the establishment of a further house may have on the "lifestyle" of neighbours.

The section 42A report prepared by officers supported the grant of consent subject to a wide range of conditions designed to protect the environment of adjoining property owners.

The hearing commenced at 10am and was adjourned at 7pm by the commissioner, with the applicant to subsequently provide a written right of reply to the commissioner by midday of the following Monday.

The commissioner’s decision is due by Tuesday 8 July 2014.

1.2.2. One Stop Shop

The project to set up a “one stop shop” process within Council for assisting targeted development proposals is progressing. The brochure which underlies the process has been completed and is now with the printer. Once printing is complete copies will be distributed to businesses who are engaged in building or developing new commercial and industrial structures and establishing enterprises to South Wairarapa. This phase of work has been successfully undertaken by Jen Olsen.

At this time the criteria for triggering the “one stop shop” process have been established and staff are currently working on necessary procedures to make the system work effectively and efficiently. It is expected that this will be completed in the next two weeks and the system will be operational by the end of July.

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of Management and/or Plans adopted or revised	1	1	

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	INTERIM END OF YEAR 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%	

1.5 Building Act - Consents and Compliance

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	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.01%	Processing times since the last meeting was 100%.
Building consent applications are processed within 20 working days	100%	99.72%	Processing times since the last meeting was 100%.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	59%	The government is proposing to make changes where by the assessments will need to be completed by a certain time. No further information from the government has been provided.

Building consent numbers from 1 July 2013 to 30 June 2014 (Year to Date) total 407 consents. For the same period the year before (2012 – 13) the total was 416.

The following table provides a snapshot of the number and types of building consents granted for the period.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	7	\$276,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	3	\$48,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	30	\$1,844,663
Other (public facilities - schools, toilets, halls, swimming pools)	4	\$117,032
Totals	44	\$2,285,695

2. Public Protection

2.1 Dog Control Act – Registration and Compliance

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	INTERIM END OF YEAR 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	6 visits	No visits	Not met.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	

Annual dog registration is currently in progress. All dogs are required to be registered by the 30 June and the 50% penalty is applied from 1 August.

As at 2 July 2014 there are 1,023 dogs registered covering 648 owners. There are currently 1,823 unregistered dogs, covering 968 owners.

The following table provides a snapshot of dog control incidents for the period.

INCIDENTS REPORTED	NUMBER
Attack on Pets	2
Attack on Person	1
Barking and whining	5
Lost Dogs	4
Found Dogs	0
Rushing Aggressive	0
Wandering	7
Total	19

2.2 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	INTERIM END OF YEAR 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%	

The following table provides a summary snapshot of stock control incidents between 23 May 2014 and 30 June 2014.

INCIDENTS REPORTED	NUMBER
Stock	4
Total	4

2.3 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	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	100%	NCS data

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD	PREVIOUS YEAR	PERIOD (22/5/14 – 25/6/14)	PREVIOUS PERIOD
Total	170	183	11	23

2.4 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 2013/14	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises that sell liquor that are checked prior to renewal to make sure they comply with the Sale of Liquor Act 1989	100%	100%	All applications for renewals have been checked for compliance with the Sale and Supply of Alcohol Act 2012.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD	PREVIOUS YTD	PERIOD (22/5/14 – 30/6/14)	PREVIOUS PERIOD (22/5/13 – 30/6/13)
On, Off and Club Licences	32	46*	0	7
Manager's Certificates	128	113*	8	22

* Partial data only due to new computer system introduced mid 2012

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	INTERIM END OF YEAR 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%	100%	No enforcement has been required

2.7 Food Bill Update

The new Food Act (Bill now passed) aims to give food businesses the tools to manage food safety themselves, based on the level of risk associated with the kinds of food produced and in a way that suits their business. Businesses do not need to make any immediate changes.

Over the next 12 months, the Ministry of Primary Industries will be developing regulations, tools and guidance. There will be extensive consultation during this time to allow people the opportunity to have their say on the detail of the new food safety system.

The period of formal public consultation is likely to be at the end of the year or early 2015 and will be open for around three months.

2.8 **Bylaws**

One litter complaint was received between 23 May and 1 July 2014. Four letters regarding over grown trees and hedges were issued.

Contact Officer: Murray Buchanan, Group Manager Planning and Environment

INFRASTRUCTURE AND SERVICES GROUP REPORT

1. Group Manager Highlights

Standardisation and doing more for less is the focus for most areas in Infrastructure currently. Transport is being driven through such groups as the Road Efficiency Taskforce and can be seen in such initiatives as the Funding Assistance Rate review and the One Road Network Classification projects. 50max and the review of vehicle dimensions and permitting are designed to get more out of our current transport assets.

The Wairarapa Councils' recent Group Roads Contract and combined asset management plan is a move towards this national goal and will produce savings to the local ratepayers. Further work is required to look at other areas such as corridor access requests and combined works programs to build on the combined AMP platform.

Consistent measurements across territorial authorities is being done across waters and transport with uniform metrics required and in development.

Attending the Institute of Public Works Engineers Australasia conference highlighted the amount of change within the industry currently. A new stream of papers was presented on collaboration highlighting works across the country where councils were working together to deliver efficiencies.

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 fire fighting.

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%	Not available as yet	Council provides annual report to Greater Wellington for water supply consents. The compliance reports are available to Council Sept/Oct yearly.
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000**	95%	Not available as yet	Ministry of Health supplies Council with compliance reports 6 months after year end. Reports apply to previous year.
Ratepayers and residents satisfied with level of service for water	75%	60%	NRB Survey 2013
Urgent (dirty, cloudy, smelly, or bad tasting water or no water at all) requests for service responded to within 1 day	95%	100%	CEMs records and Drinking Water Complaints Register
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	100%	100%	Job logged in CEMs 2134574. There is a requirement under the NZ Fire Service Code of Practice to ensure testing of hydrants are completed within a 5 year period. Citycare will be undertaking this work. Total fire hydrants for the three towns are: Martinborough – 216 Greytown – 184 Featherston - 179

2.2 Consents

There were no consent issues or variances during the reporting period. Consent Compliance Reporting for the year ended 30 June 2014 and gathering the necessary information will be commenced shortly. The compliance reports are required for Council Annual Report.

2.2.1 Water Supply Capital Improvements Featherston

Test pumping of the bore-field (two bores with a third bore yet to be drilled and proven) commenced in mid-June and will conclude in two weeks. A new resource consent application for the proposed take will follow when final groundwater reporting becomes available.

2.3 Water Treatment Plants

The Greytown, Featherston, Martinborough and Pirinoa water treatment plants operated routinely throughout the period.

2.4 Water Reticulation

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

2.5 Water Races

The 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 three reported 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 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of blockages per 1000 connections	10	2.84	Total of 11 blockages were attended to, total for wastewater connections is 3,872 equates to 2.84 per 1000 connections (Greytown, Martinborough, Featherston and Lake Ferry)
Ratepayers and residents satisfaction with waste water services	70%	60%	NRB Survey 2013
% of resource consent conditions complied with to mainly complying or better**	90%	Not available as yet	Council provides annual report to Greater Wellington for water supply consents. The compliance reports are available to Council Sept/Oct yearly.
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	94.7%	CEMs records. 18 out of 19 requests were responded to with 6 hours. 1 job was logged after hours as ordered. Job not picked up until the following working day.

3.2 Consents

Slippage with timelines has occurred due to the Section 92 request required for the Martinborough consent application and the delays associated with external advice sought by GWRC to validate our response to the request.

In addition, finalisation of the Featherston consent application has been delayed as a response to GWRC comments has taken additional time.

3.2.1 Martinborough WWTP

The final Martinborough consent application has been lodged with GWRC and is expected to be publically notified on 9 July 2014.

3.2.2 Featherston WWTP

The Featherston final draft application has been presented to GWRC and is undergoing finalisation with GWRC officers prior to formal lodgement. Final lodgement is expected to be no later than mid-July 2014.

3.2.3 Greytown WWTP

Resources are being applied to complete and lodge the final draft consent application as soon as that can be achieved and is expected now to be mid to late July 2014.

3.3 Wastewater General

In pipeline investigation in targeted areas of the Featherston reticulation as programmed has been completed. Reporting has been received and will assist with the finalisation of a significant renewal programme which will be procured over 2014/2015.

In summary, some 800 meters of the largest trunk main has been identified as requiring renewal in the 2km section of pipeline (within the Priority 1, 2 and 3 areas) see attached schematic Fig 5 from " Featherston Groundwater Infiltration Investigation" December 2013, Reporting AWT NZ Ltd.

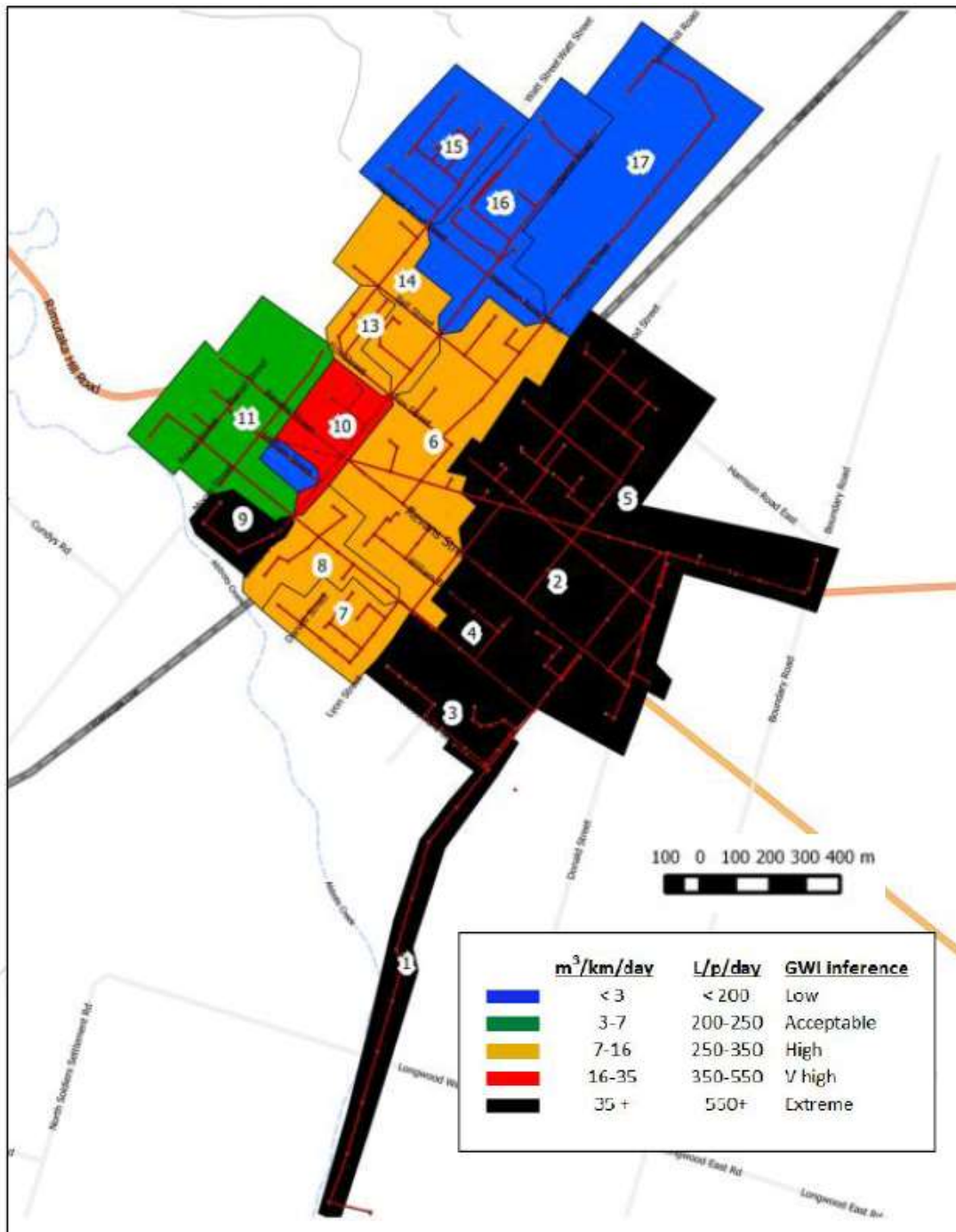


Figure 5: Classification of Study Areas Based on Night Flow Rate

Isolated repairs are recommended within various sections on the pipeline as well.

The black shaded areas are the areas under priority investigation to determine extent of defects contributing to ground water infiltration with the investigation to continue this year.

3.4 Wastewater Treatment Plants

The Greytown, Martinborough, Featherston and Lake Ferry wastewater treatment plants operated routinely over the period. Normal monitoring for flow and compliance reporting continued throughout the period.

3.5 Wastewater Reticulation

There were 2 pipeline blockages reported during the period.

4. Storm Water Drainage

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

4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of ratepayers and residents satisfied with stormwater drains	50%	54%	NRB Survey 2013
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	90%	100	CEMs records. 14 out of 14 requests were responded to with 5 hours.

Little complaints were received or loss of service reported within the storm water disposal systems 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

95% of complaints received are dealt with the same day or within 24 hours

WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of communities with recycling centres	6	6	Recycling centres at Greytown, Featherston, Martinborough, Pirinoa, Tukurumuri and Hinakura.
Volume of waste disposed out of district	Decreasing by 2.5%	2.9% 3.6% - 2013	This information is supplied by Masterton District Council. The results are based on stats from 1 July 2013 to May 2014. At the time of reporting the final stats for June were not available.
% of ratepayers and residents satisfied with the level of service	90%	77% recycling 73% refuse	NRB survey results 2013 NRB survey results 2013

5.2 Waste Management

Collections have been operating as usual with the winter fortnightly coastal collection now in place.

A meeting with Tukurumuri residents is planned for later in the month to advise of Councils decision in respect of the recycling depot closure. At this

meeting and beyond Council will be looking to see what additional support there might be for the inclusion of a recyclable collection service in this location.

5.3 E-Waste Collection District Wide

Signage indicating fees payable for E Waste recycling have now been deployed at the Martinborough Transfer Station and the Featherston and Greytown Recycling depots.

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 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
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	82%	75%	NRB Survey 2013
(20km ± 10% variation) 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		
Ratepayers and residents are satisfied with footpaths in the district	70%	66%	NRB Survey 2013
Availability of footpaths on at least one side of the road down the whole street	90%		

6.2 Consents

6.2.1 Coastal

A retrospective consent is being sought for the ford reinstatement on Cape Palliser Rd. A gravel extraction consent for the works on Tukurumuri Rd is being sought. The road consent still being discussed with GWRC.

6.3 Roothing Maintenance – Oldfield Asphalts

The new contract with Fulton Hogan started on the 1st of July. There are two sections of work that have been extended with Higgins until completion, being the Whatarangi Cliffs and the Tora-Te Awaiti emergency protection works.

There has been substantial work in setting up RAMM and the move toward electronic reporting under this contract. Currently the development of forward works programs and aligning the annual works to the new council budgets is a priority and will be on-going for some time as works are identified and prioritised within RAMM.

The bridge works on the Ponatahi Bridge are complete making future repairs and maintenance far easier using standardised railings. The

Pahautea Bridge is limited to 5-tonne since the new deck has been installed and will remain as so until work on the bearing beams can be completed in dry weather.

The unsealed roads issues have abated with some fine weather enabling works to be carried out to improve the surface and cover any slippery or soft areas.

Works have also started on the end of Te Awaiti Rd to control drainage and repair damage occurred over the past storms.

6.3.1. Seal Extensions

The use of "otta seals" is being investigated for Te Muna Rd and other suitable sites. This cheap alternative will enable more kilometres of road to be sealed per year within Council's budgets.

Officers will be working with Fulton Hogan and reviewing sites competed in Masterton to confirm the appropriate use on SWDC roads.

6.3.2. One Network Road Classifications

Work is continuing on this with workshops planned for the development of the engineering standards in the near future. These standards will be applied across all roads in New Zealand and will be incorporated within the council's asset management plans.

6.3.3. Regional Land Transport Plan

The development of the land transport plan for the region is nearing completion. While much of this will not affect the South Wairarapa or the Wairarapa in general some areas of discussion will require some action. These actions will involve the alignment of our Long Term Plan outputs and targets to be aligned with the Regional Land Transport Plan. The objective of "A safer system for all users of our regional road network" will require councils to report road casualty toll (killed and seriously injured), measured on an annual basis against a 5 year rolling average. Regional targets will be set as:

- **Challenge** – continuous annual reduction in killed and serious injury casualties, leading to 50% reduction between 2012 and 2025.
- **Stretch** – continuous but accelerated annual reduction in killed and serious injury casualties, leading to 66% reduction between 2012 and 2025.

The Metric will be the road crash casualties reported to and by NZ Police from crashes on the public highway and annually collected and collated road casualty statistics (MoT and NZTA). This will make the reporting easier with data readily accessible for all councils across the region and feed into the regional reporting.

Territorial Authorities are adopting the same outputs, measurements and targets so that the reporting of each TA aligns with the regional and national outputs. Measurements and targets will need to be incorporated into our Long Term Plan in its development.

Areas of measure such as safety for pedestrians and cyclists as well as crash statistics are obviously relevant to the Wairarapa. However actions such as a reduction of harmful emissions are less relevant, with one monitoring station in Masterton the only area monitored in Wairarapa.

One point of note is that of the seven strategic routes listed, the SH2 route over the Rimutakas is not among them. In fact there are none within the Wairarapa as a whole. The routes listed are:

- Otaki (SH1 – during public holidays)
- Waikanae to Paraparaumu (SH1)
- Paekakariki to Pukerua Bay (SH1)
- Ngauranga to Aotea Quay (SH1)
- Terrace Tunnel to Cobham Drive (SH1)
- Approach to Melling Interchange (SH2)
- Petone to Ngauranga (SH2).

6.3.4. Footpaths

The contract schedules have been amended, removing the 2014/15 budgeted renewals and new construction from the current work schedule. These works will be carried out later in the year, and only on renewals as per the Council decisions through the Annual Plan process. These will be confirmed with the individual Community Boards.

6.3.5. Trees

Woodnet inspected the majority of the identified trees of interest plus others that were deemed to be adding value or potential costs to the SWDC.

This has been incorporated into a Tree Location and Management Report which has identified approximately 95.2 Ha of trees in 113 different stands that were assessed and commented on. This is by no means an exhaustive list but goes a long way towards reflecting plantings of consequence (i.e. plantings likely to add value or cost to the SWDC if managed or not managed as the case may be).

This document is a working plan and should be viewed as a statement of the South Wairarapa District Council's operational forestry and policy intentions particularly relating to road edge tree protection/maintenance, re-establishment, silviculture, harvesting guidelines and marketing strategies.

Given the forest plantings' significant role in road asset protection and the work required to bring that asset to an 'optimum' condition, it should be noted that work is still required to develop an active 'road protection' management plan.

SWDC is looking at the combined savings in a shared service between MDC and SWDC in the management of its trees and harvesting plans. This is currently a work in progress.

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 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Users satisfied with parks and reserves	90%	95%	NRB Survey 2013
Ratepayers and residents are satisfied with Council playgrounds	75%	94%	NRB Survey 2013
Council playground equipment that meets national standards	95%		
Council pools comply with NZ swimming pool water testing standards	95%		
Ratepayers and residents satisfaction with Council swimming pools	70%	78%	NRB Survey 2013
Occupancy of pensioner housing	97%	98%	
Ratepayers and residents satisfied with town halls use	77%	84%	NRB Survey 2013
Ratepayers and residents satisfied with public toilet facilities	60%	95%	NRB Survey 2013
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library		
Ratepayers and residents satisfied with libraries	97%	87%	NRB Survey 2013

7.2 Playgrounds

A new slide is on order for Martinborough playground to replace the large slide. The wooden platform for the slide at Featherston was vandalised again in June, but has now been repaired.

7.3 Sports fields and facilities

Featherston's rugby field was used for a Heartland game on 31 May. City Care were able to ensure the ground was properly prepared.

7.4 Pensioner housing

All of the pensioner units have now had an exterior treatment for insects, which should stop the march of ants and spiders looking for warmer winter quarters. On 11 June, City Care did a rubbish run through the flats, which gave residents an opportunity to get rid of larger items that they were unable to dispose of themselves. This was last done 3 years ago. 1.5 tonnes of rubbish was removed, and we propose to do this annually from now on. Winter planting at the flats will be commencing shortly.

There are seven applicants on the waiting list for Martinborough, twelve for Featherston and six for Greytown. We are anticipating one vacancy at Featherston and two at Martinborough in the next month. The occupancy rate for all flats for 2013/14 was 98%.

7.4.1. Matthews Flats, Featherston

Two adjoining flats at Matthews suffered damage to wall linings and carpets from a leaking pipe. In the course of investigating and fixing the problem, we found that the pipe used for interior plumbing in the flats was a product which has now been found to become brittle and fail. While the immediate problem has been fixed, this pipework has the potential to cause ongoing problems. We propose to completely replace all interior plumbing pipework in each flat, but will only do this when flats become vacant.

7.5 Parks and Reserves

7.5.1. Featherston

On 23 May a large gum tree at Barr Brown Reserve came down in high winds, blocking the road and taking out power lines. This undermined the roots of the two adjacent gums, leaving them unstable and at risk of coming down, so on 20 June they were removed by Treescape.

Two dead cherry trees in Featherston's Cherry Tree Park have been replaced.

7.5.2. Greytown

The same storm caused damage to trees in Soldiers' Memorial Park, with two large branches and one tree coming down.

The compaction and fill work for the car-parking area at the new dog park has been done, and the park was officially opened by the Mayor on 3 July.



7.6 Toilets

7.6.1. South coast

The new toilet for the Ngawi surf break is expected to be delivered to City Care in July. We are working through the consenting process for the toilet at the moment, and hope to have it installed and operating by the end of August.

7.7 Properties

7.7.1. Greytown

A retail tenant has been found for the Old Library building, and they will move in during August. We will be holding a library book sale in the building before the new tenant takes over.

7.8 Cemeteries

7.8.1. Featherston

There was one burial and one ashes interment in May, and two burials in June. The third ashes wall has been completed. Vandalism continues to be a problem in the cemetery, with a number of headstones damaged. Planning is underway for the addition of security cameras to the cemetery.

7.8.2. Greytown

There was one burial and one ashes interment in May. The first in-ground ashes beam has been completed.

7.8.3. Martinborough

There was one burial in June. The repairs to the services ashes wall from the damage caused by the 21 January Eketahuna earthquake will require complete disassembly and rebuilding of the wall. A new sixth wall will be built next to it, and the ashes and plaques from the services wall will be transferred into it. The services wall can then be pulled down and rebuilt. Families connected with the services wall will be advised and consulted before the ashes and plaques are moved, and signage will be in place to advise those who cannot be contacted.

7.9 Swimming Pools

7.9.1. Greytown Pool

The engineer's report on options for shortening the pool to the regulation 25m has been received and distributed to the pool working group. Options range from simply building a new end wall at the 25m mark and infilling the rest to a sophisticated operable wall from Australia. A further meeting of the working group (which includes councillors and community board members) will be held to make a decision on the final option so that fund-raising can commence. Ideally, the pool shortening would be done in spring, to be followed by fibreglassing, so that all works are complete before the start of the 2014/15 season.

7.10 Libraries

7.10.1. Winter Warmers

The school holiday reading programme Winter Warmers is underway. This year the theme is the Commonwealth Games. Featherston Library has the whole of South Featherston and St Theresa's schools enrolled (191 children). Greytown Library has 40 enrolments, and Martinborough Library has 85.

7.10.2. School holiday activities

Both Featherston and Martinborough are planning craft days, and will have storyteller and paper-folder Megan Hicks from the USA.

7.10.3. Facebook pages

Both Martinborough and Featherston libraries now have Facebook pages which are proving popular. Martinborough's page has 70 "likes", Featherston's has 68, and some friendly inter-library competition is developing. Greytown has yet to join in the fun!

7.10.4. Staff

The newly-appointed staff are settling in well and enjoying their roles. Both Carterton District Council and SWDC have given their approval for the resumption of quarterly staff meetings involving all library staff. This will mean that the libraries open later than usual four times a year while staff get together for learning and sharing activities. The first of these meetings will be held at the end of July, and will include the WLS Committee members as well as staff.

7.10.5. Statistics all Libraries

See Appendix 3 for issues and transactions statistics.

8. Civil Defence and Emergency Management

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

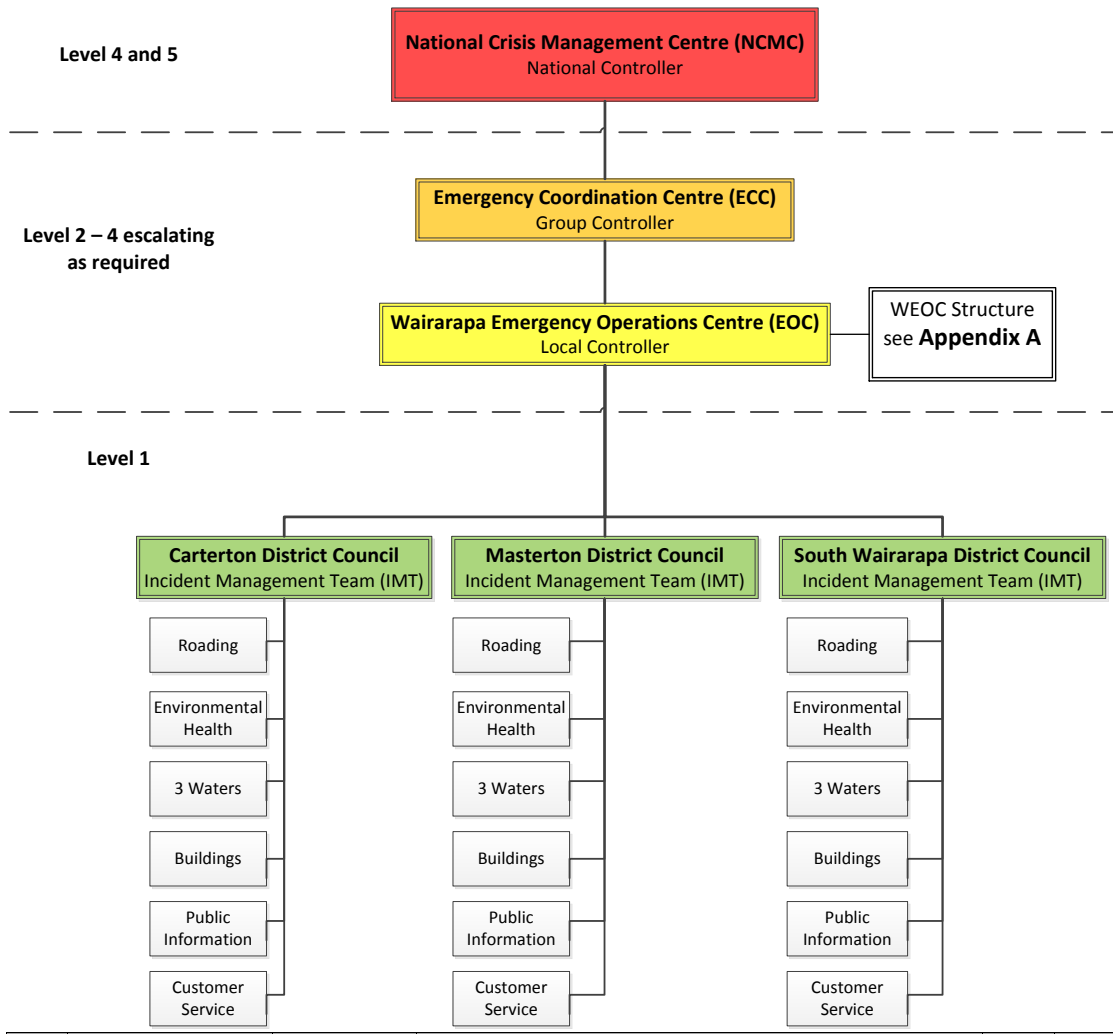
8.1 Key Performance Indicators

CIVIL DEFENCE AND EMERGENCY MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents are prepared for an emergency	65%	74%	NRB Survey 2013
Regional Civil Defence Emergency Plan developed and implemented	Implemented		The Wellington Region Civil Defence Emergency Management Group Plan 2013-2018 has been implemented and available on the get prepared website

8.2 Concept of Operations

A concept of operations has been developed in draft format and is currently being reviewed by the Wellington and Wairarapa councils. This document describes the relationship between the three Wairarapa Territorial Authorities, Wellington Region Emergency Management Office (WREMO) and the Wairarapa Emergency Operations Centre (WEOC) in response to an incident or an emergency. It provides definition on roles and responsibilities, delegated powers and financial arrangements during response.

The document will support the Service Level Agreement (SLA) currently being developed between the Territorial Authorities (TA's) in the Wellington region, and WREMO. In addition, the document will support any SLA between the three Wairarapa TA's.



	Description / Characteristics	Council Operations	Key Activities			Control (Locally)	Media
			Incident Management Team (IMT)	Wellington Region Emergency Management Office (WREMO)	Wairarapa Emergency Operations Centre (WEOC)		
Level 1	<ul style="list-style-type: none"> Local incident One or more territory Council monitoring and managing its key infrastructure and responding to incidents as a single agency No declaration 		<ul style="list-style-type: none"> Managing the response through: <ul style="list-style-type: none"> Planning Operations Logistics Reconnaissance Situation Reports to Council Finance 	<ul style="list-style-type: none"> 24 / 7 Duty Officer (021 834 739) for information flow. Area Advisor available for planning and operational support advice. 	<ul style="list-style-type: none"> Not active 	IMT	Managed by Council
Level 2	<ul style="list-style-type: none"> Local incident One or more territory Coordination of response activities across multiple agencies i.e. Contractors, Emergency Services, DHBs No declaration 	Council monitoring and managing: <ul style="list-style-type: none"> 3 waters Roads Buildings Customer Service Public Information Environmental Health 	<ul style="list-style-type: none"> IMT may request WEOC support as necessary Managing the response through: <ul style="list-style-type: none"> Planning Operations Logistics Reconnaissance Situation Reports to Council Finance 	<ul style="list-style-type: none"> 24 / 7 Duty Officer (021 834 739) for information flow. Area Advisor available for planning and operational support advice. Area Advisor advises Local Controller WREMO Staff may support as requested. 	<ul style="list-style-type: none"> Local Controller initiates WEOC activation to support Council / s if required; OR Local Controller initiates WEOC activation to manage the response Coordinate welfare activities 	IMT; OR Local Controller if agreed by CEO/s	Managed by Council OR coordinated by PIM if WEOC activated
Level 3	<ul style="list-style-type: none"> Emergency (CDEM Act 2002) Multiple incidents One territory Requires coordination across multiple agencies CDEM powers (Declaration) may be required 		<ul style="list-style-type: none"> Managing the Council response through: <ul style="list-style-type: none"> Planning Operations Logistics Reconnaissance Situation Reports to WEOC and Council Finance 	<ul style="list-style-type: none"> 24 / 7 Duty Officer (021 834 739) for information flow. Area Advisor supports Local Controller. WREMO Staff may support as requested. 	<ul style="list-style-type: none"> Local Controller manages the response across multiple agencies Coordinates with Group Controller, CEO and Mayors to consider Declaration. Coordinate welfare activities 	Local Controller	Coordinated by ECC PIM and delivered by Council
Level 4	<ul style="list-style-type: none"> Emergency (CDEM Act 2002) Multiple incidents More than one territory Requires coordination across multiple agencies CDEM powers (Declaration) may be required 		<ul style="list-style-type: none"> Managing the Council response through: <ul style="list-style-type: none"> Planning Operations Logistics Reconnaissance Situation Reports to WEOC and Council Finance 	<ul style="list-style-type: none"> 24 / 7 Duty Officer (021 834 739) for information flow. Area Advisor supports Local Controller. 	<ul style="list-style-type: none"> WEOC requests ECC support Local Controller manages the response across multiple agencies and territories Local Controller coordinates with Group Controller, CEO's and Mayors to consider Declaration. Coordinate welfare activities 	Local Controller	Coordinated by ECC PIM and delivered by Council

9. Appendices

Appendix 1 - Monthly Water usage

Appendix 2 – Waste Exported to Bonny Glen

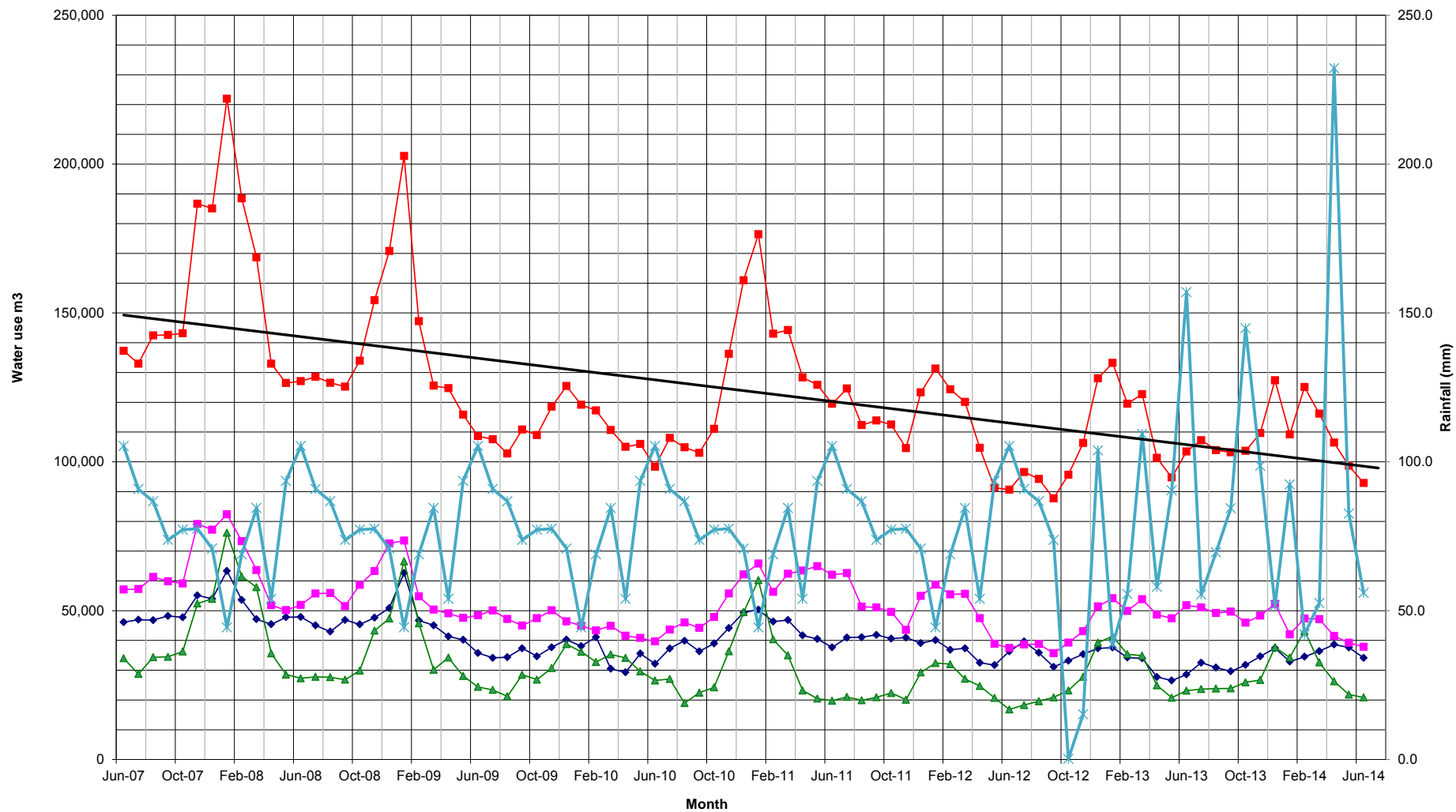
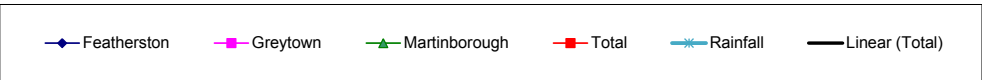
Appendix 3 – Library Statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed By: Paul Crimp, Chief Executive

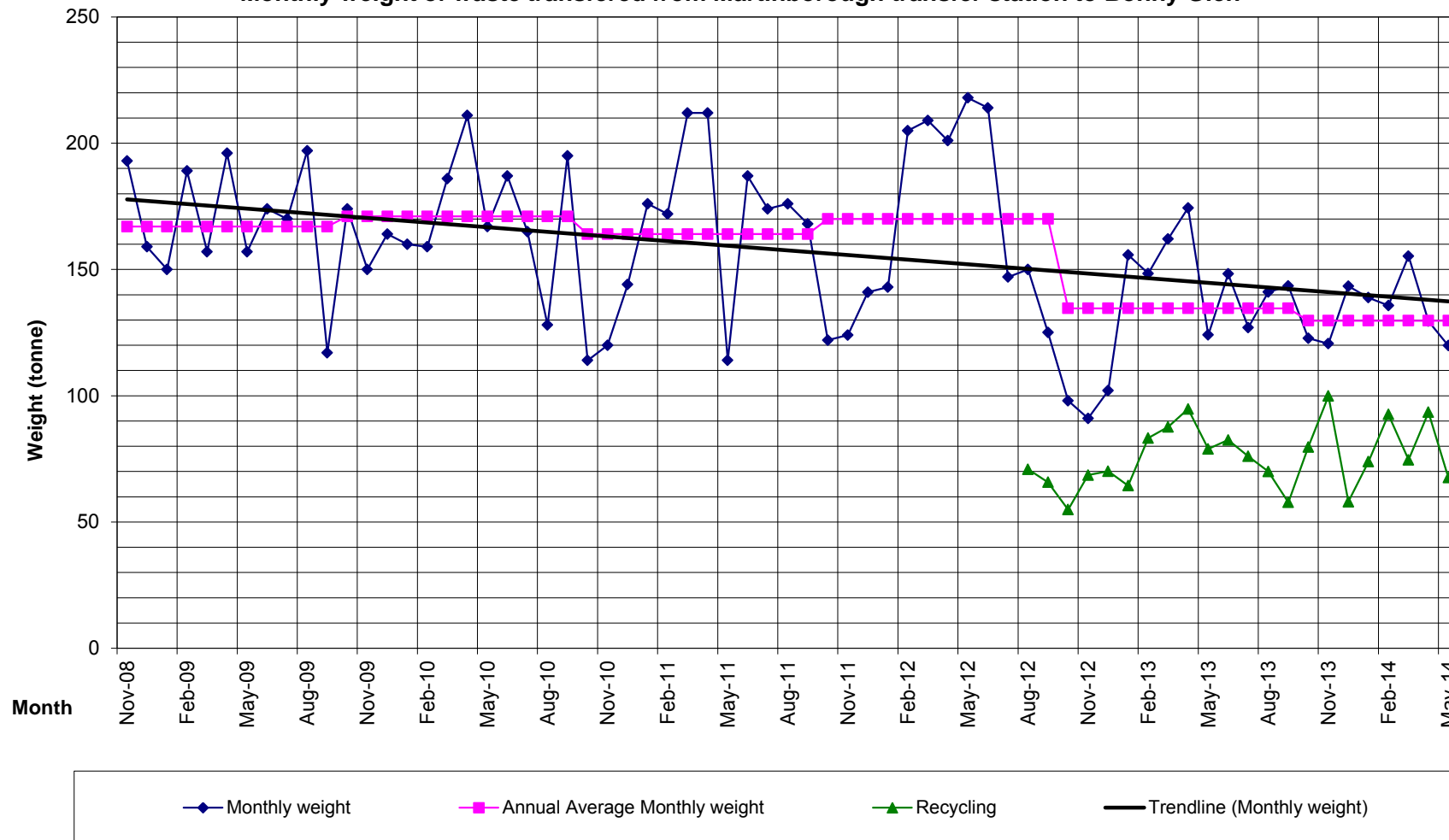
Appendix 1 – Monthly Water Usage

Water use South Wairarapa District Council



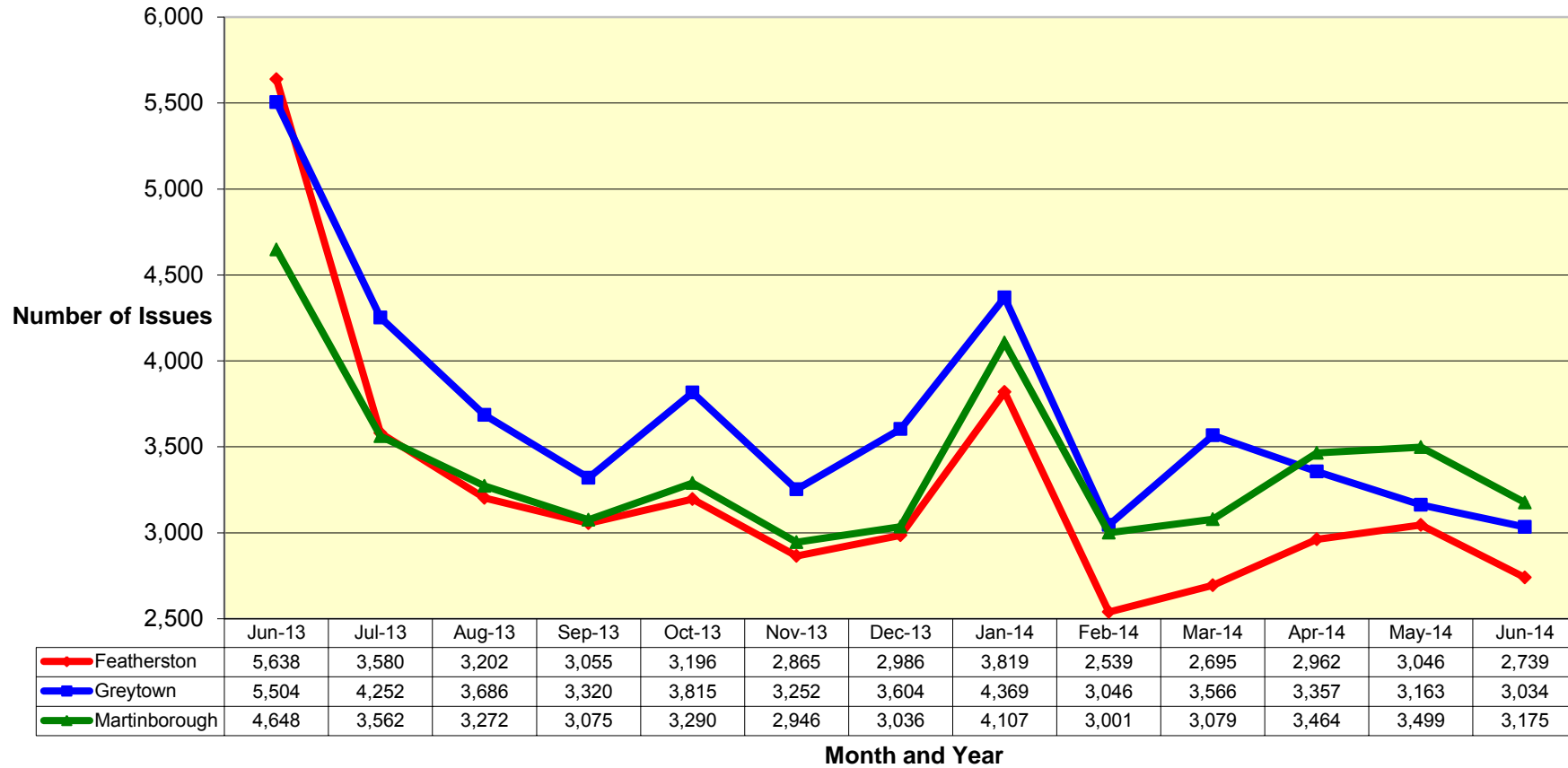
Appendix 2 – Waste Exported to Bonny Glen

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

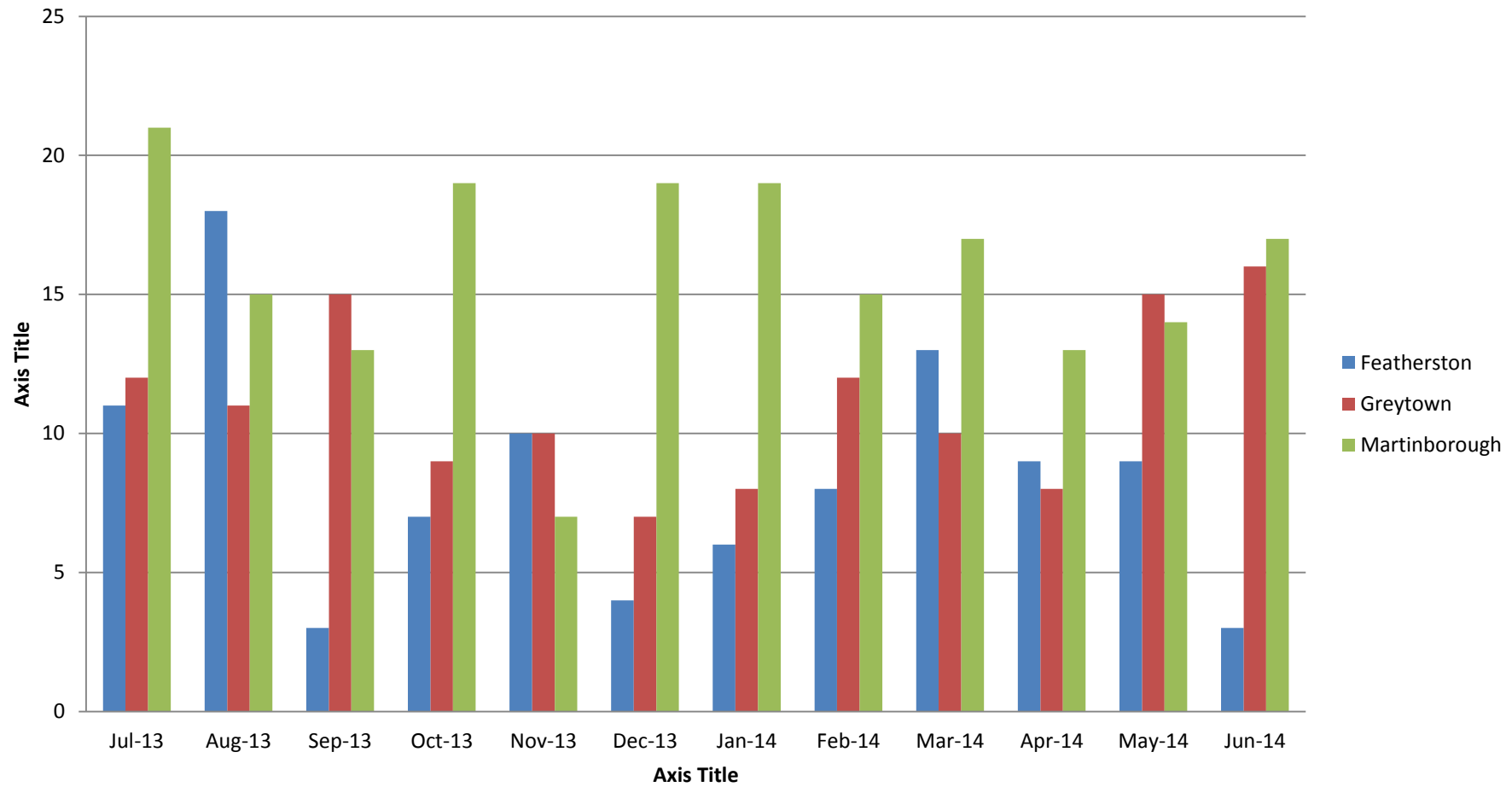


Appendix 3 – Library Statistics

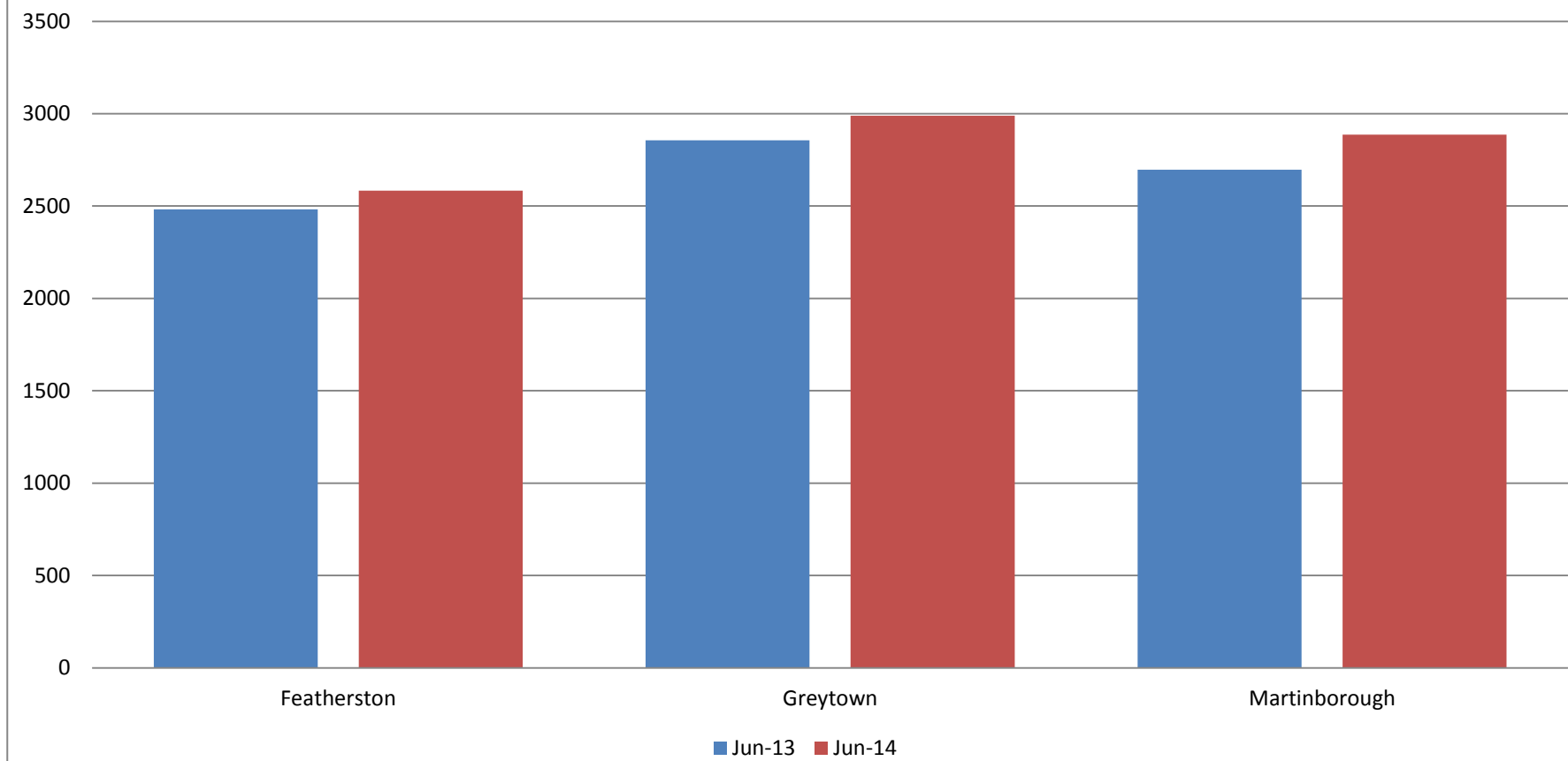
Issues to June 2014



New Members 2013-14



Library Membership



MARTINBOROUGH COMMUNITY BOARD

4 AUGUST 2014

AGENDA ITEM 6.2

RESPONSE TO CONSIDINE PARK COMMITTEE RECOMMENDATIONS

Purpose of Report

To inform Community Board members of

Recommendations

Officers recommend that the Community Board:

1. *Receives the information; and*
2. *Agrees to recommendations 1-12 below.*

1. Background

The Considine Park Committee was reconstituted at the meeting of the Martinborough Community Board on 4 November 2013. The Committee met on 4 June 2014 and made a number of recommendations to the Community Board and Council. These recommendations are outlined below, along with responses and recommendations from officers.

2. Discussion

2.1 Walkway from Dublin St West

The trees along the walkway beside the camping ground are in need of some maintenance. It is proposed that the poplars need to be removed and the line of elders needs to be trimmed. Where there are two rows of elders one needs to be removed so that the others have room to grow. This will make mowing of the area much easier. If the elder trees are to be removed then the preference is for these to be replaced with natives. The next door neighbours, Alistair and Deanna, need to be kept informed regarding these trees.

These suggestions have been discussed with Karl Nesbitt from City Care. Karl agrees with removing the second row of elders to allow for better mowing access, however notes that removing every second elder in the main row would not benefit mowing. He advises against topping the poplars, as once topped they would have to be done regularly and the cost would increase every year.

2.1.1. Recommendations:

- 1) Remove the second row of alders only, with no replacement planting to maintain a clear area for mowing.
- 2) Plant additional natives in other areas of the park e.g. along the existing footpath in a native tree border.

2.2 Pine trees beside camping ground

The two pine trees beside the Camping Ground need to be removed. Once these have been removed then the screen planting needs to commence. The types of plants in this area should be in line with the current plantings in the Camping Ground. Lisa and Frank to be consulted on this.

The Development Plan lists the following species of plants for screen planting:

- Kowhai (*Sophora sp*)
- *Olearia paniculata*
- Broadleaf (*Griselinea littoralis*)
- *Corokia cotoneaster*
- *Coprosma robusta*
- *Pittosporum tenuifolium*
- *Olearia lineata*
- Mountain flax (*Phormium cookianum*)
- Mapou (*Myrsine australis*)
- coloured Hanuka cultivars (*Leptospermum scoparium* eg "Red Damask")
- Hebe Wiri hybrids

2.2.1. Recommendations:

- 3) Pine trees to be felled and stumps ground
- 4) Screen plantings to be selected from the Development Plan list to blend with existing campground plantings. *Griselinea*, being very high maintenance, will not be used.

2.3 Dressage arena

Recommendation to the Pony Club that this area be tidied up and that the temporary jumps are put away after use.

Officers and City Care met with Pony Club representatives in August 2013 regarding this area, and the Pony Club undertook to clear the area up, and have in fact done a considerable amount of work. Officers will follow up with them on this and the temporary jumps. The large jumps are left in place, as the Occupancy Licence does not require them to be removed. The Pony Club and City Care work together to shift the jumps periodically to allow mowing.

2.3.1. Recommendation:

- 5) Officers to follow up with Pony Club re dressage area and temporary jumps

2.4 Princess Street road frontage

Princess Street between the road and the fence line needs to be flattened to the road level. Where the old fence has been removed there are ridges and hollows and is uneven for walking along and causes problems for parking.

Noted, and officers will obtain pricing with a view to this being done in 2014/15 if funds permit, otherwise in 2015/16.

2.5 Entries to Centennial Park

The two entries into Centennial Park, one of these is a gate way and the other is an open space and vehicles have been noted driving into the park. The suggestion is to put bollards here that will allow walking or biking but stop vehicles coming through. Discussion needed to determine if this will affect City Care getting the mower into the Park.

2.5.1. Recommendation:

- 6) Officers to work with City Care on the provision of bollards which can be removed by an authorised key-holder (eg City Care mower operators). To ensure sufficient space for double prams to get through will potentially leave enough room for motor-bikes also, but this does not appear to be an issue at the moment.

2.6 Cedar hedge

Recommendation to the Community Board and Council that the Cedar hedge is trimmed on the two sides and the top. This is has now grown back into the power lines and is also coming out over the parking area for the swimming baths.

Officers confirm that the cedar hedge is among the notable trees listed in the District Plan. In October 2013 the hedge was trimmed by Powerco's arborist to remove it from the power lines. City Care recommend that as well as trimming it again, it is given a base lift to approx. 2.5m on the camp ground/pool side to allow for parking/access over the next couple of years. This will allow the hedge to become a row of trees. If it is to remain a hedge rather than a row of trees, it will have to be pruned with a shelter trimmer, which would be rather rough.

Recommendations:

- 7) That officers arrange to have the top of the hedge trimmed by Powerco's arborist
- 8) That officers seek resource consent to base lift the trees to around 2.5m

2.7 Tree planting

The committee would like to see the 3 x flowering gums and the 3 x upright oaks be planted this winter. On the plan these are on the outer edge of Considine Park.

Despite the inclusion of the winter flowering gum (*eucalyptus ficifolia*) in the parks development plan, City Care's recommendation is that no gums be planted in an active park such as Considine Park, due to the risk of dropping limbs.

2.7.1. Recommendations:

- 9) Officers to add to the three upright oaks to City Care's winter planting plan
- 10) *Eucalyptus ficifolia* to be removed from the list of specimen trees in the Development Plan, and wither replaced with another suitable tree or left out altogether.
- 11) Community Board select another tree from the specimen trees list for additional winter planting.

2.8 Olive trees

Do they have a schedule for pruning?

Yes, the trees are given a general tidy-up after the fruit has dropped – around August.

2.9 Signage

The committee would like to explore the option of having a sign displaying the history of both parks near the entrance way. The sign would be similar to that used in the Cross Creek area in Featherston, or a pillar with wording on all four sides.

2.9.1. Recommendation:

- 12) Community Board to consider the provision of signage and instruct officers accordingly. Officers to work with the Committee on any signage approved.

3. Appendices

Appendix 1 – Specimen Trees for Centennial and Considine Parks

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

Appendix 1 – Specimen Trees for Centennial and Considine Parks

Prunus shirotae Mount Fuji - Flowering Cherry x8

Quercus canariensis - Algerian Oak x4

Acer platinoides - Norway Maple x2

Ulmus procera - Golden Elm x4

Podocarpus totara - Totara x2

Liriodendron tulipifera - Tulip tree x1

Quercus fastigata - Upright oak x3

Eucalyptus ficifolia - winter flowering gum x3

Ulmus parvifolia - Chinese Elm x3

Ulmus horizontalis - horizontal elm x3

Plagianthus regius - Ribbonwood x9

Sophora tetraptera - Kowhai x6

Aesculus hippocastanum - horse chestnut x2

Quercus palustris - Pin Oak x3

MARTINBOROUGH COMMUNITY BOARD

4 AUGUST 2014

CHAIRPERSON'S REPORT

Recommendation:

That the Community Board receive the report.

1. Meetings

1.1 Community Board Dinner – Sat 19th June

Great turnout from Martinborough Community Board, despite the late notice. We will plan the next dinner for November / December and set a date early.

1.2 Martinborough Business Association – 5th August

I have asked for a space on the agenda to discuss the Strategic Grants process and criteria.

1.3 Community Board Chairs – to meet on 11 Aug

MCB to discuss any topics to be raised.

2. Strategic Grants

2.1 Process

We will be talking about the Strategic Grants Applications process in the Martinborough Star. I will also attend the next Business Association meeting to discuss the process and criteria.

Recommendation: That all MCB members work with their Community/Demographic Groups to advise them of the Strategic Grants Process and assist with applications where appropriate.

MCB Budget July 2014 to June 2015 - DRAFT

INCOME

Carried Forward	44,184.77	Including funds committed but not spent
Annual Plan	20,959.00	
TOTAL INCOME	65,143.77	

EXPENDITURE

Members Salaries	10,005.00
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General Expenses

Conferences and Meetings	2,000.00	Costs for one member to attend CB Conference
Community Board Levies	166.68	
Other	100.00	
Total General Expenses	2,266.68	

Strategic Objectives

Martinborough Town Hall & Town Centre Precinct

2013_14 Town Hall Project	25,000.00	Carried forward from PY
2013_14 Square Power & Lighting	1,000.00	Carried forward from PY

Our Young People

Youth Forum	500.00	Adi to submit budget if greater than \$500
School Holiday Swims	200.00	
School Holiday Programme	1,000.00	

Sense of Community

2013_14 Martinborough Banners	2,500.00	Carried forward from PY
Christmas Decorations / Competition	1,000.00	

Pedestrian & Cycle Friendly

Funds for Vineyard Walkway	0.00
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Community Assets

2013_14 Considine Park Bench	700.00	Carried forward from PY
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Contingency

	500.00
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TOTAL STRATEGIC OBJECTIVES	32,400.00
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Financial Assistance

2013_14 Matherapa	200.00	Carried forward from PY
2013_14 Tora Picnic Table	766.00	Carried forward from PY
Nov grants	5,000.00	
May grants	5,000.00	

Total Financial Assistance	10,966.00
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TOTAL EXPENDITURE	55,637.68
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BUDGETTED SURPLUS/(DEFICIT)	9,506.09
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