

**COUNCILLOR REPORT**  
**for**  
**South Wairarapa District Council Meeting**  
**Wednesday 8<sup>th</sup> August 2018**

---

<b>Councillor's Name</b>	Pam Colenso
<b>Meeting – Date &amp; Venue</b>	Wairarapa Library Service 24 <sup>th</sup> July 2018 Carterton Events Centre meeting room
<b>Key issues from meeting</b>	Updating the MOU, TOR and Library Strategy
<b>Speakers</b>	None
<b>Specific item/s for Council consideration</b>	None
<b>General</b>	<p>A review of the WLS Library Strategy, Memorandum of Understand and Terms of Reference are to be reviewed at the next meeting. These were last reviewed in 2009 and are in need of updating. This will provide consistency across the 4 libraries.</p> <p>Martinborough Library will move to the Waihinga Centre in October and the opening of the Centre is being planned for November.</p> <p>Helen and Robyn are to work together regarding the feasibility study to look at a possible extension to the Featherston Library.</p> <p>Anne and Helen are going through the Library procedures to ensure there is consistency across each of the libraries.</p>
<b>Next Meeting</b>	28 <sup>th</sup> August 10.30am at Greytown

**COUNCILLOR REPORT**  
**for**  
**South Wairarapa District Council Meeting**  
**Wednesday 8<sup>th</sup> August 2018**

<b>Councillor's Name</b>	Pam Colenso
<b>Meeting – Date &amp; Venue</b>	Community Safety & Resilience Working Party Wednesday 1 <sup>st</sup> August 2018 Council Chambers
<b>Key issues from meeting</b>	<ol style="list-style-type: none"> <li>1. Safety around the skate park in Featherston.</li> <li>2. Julie Orr would like yellow bollards to put each side of school patrol crossings – to increase safety. These cost \$30 each.</li> </ol>
<b>Speakers</b>	Constable Julie Orr, School Community Officer, NZ Police
<b>Specific item/s for Council consideration</b>	Generator Plugs and water storage at each of the Community Hubs.
<b>General</b>	<p><u>Julie Orr</u> - covers Mauriceville to Pirinoa schools. Her aim is to stop children being victims or breaking the law. Road safety is high priority. Attends road patrol – morning/afternoon at a different school. Project is Bikes in Schools with emphasis on community use. Road Safety Council &amp; Micro have provided 30 push scooters &amp; Julie will be at Fernridge school over next 2 days teaching children skills e.g. stopping safely, wearing helmets, courtesy to pedestrians. Is also working with Gina Smith at Featherston School &amp; will be working with Greytown school.</p> <p><u>Graffiti/Vandalism</u> – May 2018. Graffiti in both Featherston &amp; Greytown and Vandalism in Greytown &amp; Martinborough at the Public toilets.</p> <p><u>Ian Osland</u> – Police Update. Across the district graffiti is lower than in previous years. Burglary is also tracking lower than in previous years with approx. 8 – 10 per week. There has been an increase in crime in Greytown, which is of concern. Ian will be attending a Community Patrols/ Neighbourhood support Hui on the 16<sup>th</sup> August in Wellington. The new Youth Co-ordinator is Sergeant Cornelius (Keys) Miller and he will work closely with Ian.</p> <p><u>Anne Rainford</u> – reported that there has been 52 attending the IT sessions with students and seniors at</p>

Kuranui College, they are continuing through this term and have had 16 attendees so far. This is on Wednesday 1 – 2pm.

16<sup>th</sup> August is the launch of Digital for Seniors. Anne has been appointed to the Board and the Prime Minister will be opening this initiative.

Alan Maxwell – Youth 24/7 programme of which 170 schools are involved has been launched at Kuranui. This is to help develop social skills and the course runs for approx. 8 – 10 weeks.

Helping to co-ordinate Kuranui House competition.

Setting up Chess club in Martinborough, 50 chess sets have been donated.

Has final draft/plans for the classroom in Boundary Road.

Looking into a plastic recycling project.

There is concern around safety at the Featherston Skate park when the children are crossing the road to the toilets. Alan to talk to Mark Allingham and Robyn Ramsden regarding this.

Fab Feathy held a pot luck dinner on Sunday 29<sup>th</sup> July approx. 200 attended. Have set up 3 Portfolio Facilitators Jack Shepherd, Ann Neilson & Alexis, skill set of the group is amazing. Suggested Fab Feathy as speaker at next meeting.

Age Concern – Ian had attended an Elder Abuse programme run by Net Safe, covered, Internet scams, Intimidation, Bullying, Power of Attorney.

Age Concern Expo is at the end of September in Masterton.

Community Response – Robyn Ramsden reported that Featherston Exercise went well with approx. 20 people attended. Highlighted the need for Generator plugs in each of the hubs and also supply of stored water in case of emergency.

**Wairarapa Trails Advisory Group**  
**Minutes**  
**Tuesday 10<sup>th</sup> July 2018**  
**1.00pm, The Courthouse, Holloway Street, Carterton**

**PRESENT** Cr Greg Lang (CDC), Cr Chris Peterson (MDC), Cr Colin Olds (SWDC), Cr Jonathan Hooker (MDC), Carolyn McKenzie (CDC), Mark Allingham (SWDC), Bruce Thomson (SWDC), Catherine Rossiter-Stead (Huri Huri), Bob Tosswill (Five Towns Trails Trust), Roger Boulter (consultant for CDC).

**1. Apologies for absence**

Cr Rebecca Vergunst (CDC), Kirsty McCarthy (MDC), David Hancock (Destination Wairarapa), David Perks (WREDA), Leasa Carlyon (WREDA).

**2. Minutes of meeting held Tuesday 12<sup>th</sup> June 2018**

Agreed.

**3. Matters Arising**

None (other than covered under agenda items below).

**Item 8 (Regional Trails Co-ordination Committee)** was taken next, followed by **items 5, 6 and 7 (Trails Co-ordinator position, Wai Bike Website and Combined Councils Forum presentation)** taken together.

**8. Regional Trails Co-ordination Committee – report back**

Cr Greg Lang reported that the Terms of Reference were still being sorted out. The Committee see the Five Towns Trail as a very significant route, and are promoting it strongly.

A suggestion had been made by Chris Upton, CEO of Upper Hutt City Council, of a position funded partly by Upper Hutt and partly by the Five Towns Trail Trust, to manage work on the Remutaka Rail Trail and routes connecting with it (including the Five Towns Trail). Destination Wairarapa did not cover this, because it was at too detailed a level. The Advisory Group did not support this idea, being concerned that it would mainly focus on issue of the Hutt Valley side of the Rail Trail.

The next meeting is 13<sup>th</sup> August. Bob could not attend, but Catherine might possibly be able to attend if it was in the afternoon.

## **5. Trails Co-ordinator position – way forward and draft Position Description (as supplied by Kirsty)**

## **6. Wai Bike website – way forward**

## **7. Combined Councils Forum presentation (15<sup>th</sup> June 2018) – report back**

Cr Greg Lang reported that the presentation went well, although it was the last item scheduled. Bob Tosswill had presented on behalf of the Advisory Group. It was agreed that the Stakeholders' Forum was the appropriate means of bringing together different groups interested in cycling, although acknowledging that this would take some time. Catherine suggested that the Stakeholders Forum could be part of the responsibilities of the Trails Co-ordinator. Cr Greg Lang suggested that, with about \$30,000 per year available to fund the Trails Co-ordinator position, the support that could be given to the Five Towns Trail Trust might be limited. Bob suggested that the Huri Huri Trust could cover much of the advocacy function of development of cycling in the Wairarapa, but again the time available would be limited. Catherine agreed, in that a lot of work would be involved in getting all the different interested groups working together.

Cr Colin Olds suggested that Bruce Thomson might be able to provide some help. Bruce said that he could help with mapping aspects. Cr Greg Lang suggested that Kirsty McCarthy might also be able to give some support; although she would need to take care of conflict of interest (since she was involved personally in some individual cycling projects).

Bob said that he wanted to appoint a Deputy Chair of the Five Towns Trail Trust, in order to increase capacity beyond what he could handle on his own. He suggested as a possibility Rob Irwin, who would have particular expertise and experience in handling Masterton-related trails matters.

Catherine reported that, through Huri Huri, she had applied for funding for a 'summer of cycling'. This would include a Martinborough Fun Ride in October (with potential to turn into a 'weekend of cycling'); a Flat Point-Ngawi ride in February; 'Ride the Rock' in March; and the 'Skyline Challenge'. She was open to ideas, but would initially work with established events. Huri Huri had applied for \$5,000 from Masterton and \$2,000 each from Carterton and South Wairarapa District Councils, which would go to the Huri Huri advertising budget.

Catherine was concerned at a Masterton District Council comment that road safety came under the Wairarapa Road Safety Council, because road safety for cyclists is a more pressing need than can be tackled only from this source.

It was agreed that a meeting between the three District Councils was needed to resolve practicalities of the position and its administration. For Carterton District Council, Carolyn McKenzie would be the appropriate contact. Carolyn felt that a Memorandum of Understanding was needed for the first year of seed funding; Cr Greg Lang suggested that Kirsty McCarthy could draft that, and Catherine agreed. Carolyn said there was no physical space in her office, and it also needed to be resolved who would be the post-holder's day-

to-day manager. It was agreed that Kirsty would draft the Memorandum of Understanding, which would then be taken by a member of this Advisory Group to the three CEOs. Carolyn said that management of the Waste Management Officer was very difficult, because it relates to three separate Operations Managers in the three separate District Councils, and that a simpler structure was needed. Day-to-day management would be outside the Memorandum of Understanding, and this Advisory Group would have a role similar to a Board (i.e. not involved in day-to-day matters), which Carolyn felt should make management easier than in the case of the Waste Management Officer.

Catherine mentioned that creation of the new Trails Co-ordinator position raised questions about the future of the Huri Huri Trust. This needs some accountability, but handing Huri Huri over to District Councils' management would mean it losing Trust status. It was agreed that Huri Huri should be kept as it is (i.e. independent of the Trails Co-ordinator position).

Cr Chris Peterson suggested that we as an Advisory Group should resolve these matters, before handing any proposal to the three CEOs for their consideration. It was agreed that the Job Description would be edited in line with comments made by Cr Rebecca Vergunst before the meeting [Note: which are as follows, from her 9<sup>th</sup> July 2018 email to the Advisory Group]

*"The position description needs to include Huri Huri in its Key Relationships, and the Wairarapa Trail's Group needs to figure out where Huri Huri fits in all of this. Huri Huri is already undertaking a number of the responsibilities outlined in the Position Description, so I feel that they (Catherine) really need to be consulted on this and that there is a mutually beneficial relationship put in place.*

*"In my opinion, I see Huri Huri as the 'shop window' brand: a 1-stop-shop website, a brand that markets well, a social media presence that can promote all things cycling, current good sponsorship relationships, potential event host, a constant neutral cycling promoter, plus they have the ability to apply for external funding if needed.*

*"I would see the Cycling Coordinator as more of a behind the scenes person. Perhaps they could handle the day to day Huri Huri website enquiries, keep the Huri Huri website and events calendar up to date, provide admin support for the Wairarapa Trail's Group, keep stakeholders informed in regards to Council activities and trail's planning, provide feedback to other entities such as NZTA, coordinate cycling activities between Councils, advocate for consistency across Councils in regards to signage, markings, chip seal, etc., promote good cycling practice amongst Council departments (mainly roading), coordination of calendar of cycling events across the region and informing roading teams, be a one-stop-shop for traffic management plans for cycling events across the 3 TAs, provide content to Councils' communications teams, implementation of current cycling strategies within Council departments.*

*"Huri Huri needs to be asked about the stakeholder meetings and whether or not they want to continue to host them. They may be happy to pass them on.*

*"I don't support the Cycling Coordinator providing administration support for all the cycle advisory groups, as I feel this is a huge time commitment and we want this person looking at the big picture - not little details in each town. They could perhaps attend the meetings if they need to, or simply receive a copy of minutes.*

*"There also needs to be clear guidelines around who this person reports to and who sets them work to do - we don't want them overloaded as there is plenty of things they could be doing".*

It was clarified that the application (i.e. the submission to the District Councils' Long Term Plans) is for funding to pay a salary, and that other funding (such as to build up the website) would need to come from a different source.

Carolyn noted that \$30,000 (i.e. the total of the sums agreed by the three District Councils) would cover a salary, but not operational funding, which would need to come from a different source. There was a suggestion that Masterton District Council, since it had not funded the full amount asked for (i.e. pro-rata according to the District Councils' population), could cover this, but Cr Jonathan Hooker pointed out that most trails development activity was in South Wairarapa or Carterton Districts. Bob said he hoped that the Trails Wairarapa Trust could develop more activity within Masterton District.

Funding for a laptop, phone, etc, also needed to be identified. It was agreed that Carolyn would arrange a meeting with the three CEOs.

#### **4. Responses to District Council Long Term Plan submissions (from this Group and also from the Stakeholders Forum)**

It was noted that although the full amount of financial support had been given by Carterton District Council and South Wairarapa District Council, Masterton District Council had given less than requested, i.e. "\$10,000 . . . .subject to Carterton and South Wairarapa Districts also contributing" (as noted above).

Bob suggested a one-day workshop to bring the different groups together, and it was mentioned that the previous (evening) workshop (13<sup>th</sup> November 2017) had been very successful. Catherine suggested inviting Leasa Carlyon to the next one, and Cr Greg Lang agreed.

#### **9. Action Plan and milestone goals**

Not covered.

#### **10. Any other business**

None.

## **11. Date and time of next meeting**

To be arranged, after the outstanding matters regarding the Trails Co-ordinator position have been resolved.

*The meeting closed at 2.20pm*