



## Featherston Community Board

### Minutes 13 March 2012

- Present:** Garry Thomas (Chair), Helen Barrow, Lee Carter, Phil Robertson, Cr Solitaire Robertson, and Cr Keith Sexton.
- In attendance:** Mayor Adrienne Staples, Dr Jack Dowds (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Group Room of Family Works Centre, Featherston. The meeting was conducted in public between 6:00pm and 7:00pm.
- Public Participation:** Gwen Zittersteijn, Victim Support (until 6:10pm), Rhonda Jones, Featherston Main Streets Beautification Group (6:10pm – 6:20pm), Dianna Donald, David Jones, Colin Robinson and Leanne Flack, Featherston Pool Cover Group (6:20pm – 6:30pm).

#### **PUBLIC BUSINESS**

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

No apologies were received.

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

No conflicts of interest were declared.

##### **3. PUBLIC PARTICIPATION**

###### **3.1 Victim Support**

Gwen Zittersteijn representing Victim Support discussed services they provide to the South Wairarapa and requested financial support from the Featherston Community Board.

###### **3.2 Featherston Main Streets Beautification Group**

Rhonda Jones representing Featherston Main Streets Beautification Group asked for Community Board approval to plant pohutokawa trees in the Featherston off-leash dog park, rata or kowhai trees in Johnston to Bell Streets and oak trees in Card Reserve. Mrs Jones also asked for approval to place two park benches in the Johnston/Bell Streets area.

Mrs Jones withdrew the grant application requesting funding for park benches and asked for financial support from the Community Board for the Featherston entranceway project.

#### **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*

- 3.3 Featherston Pool Cover Group  
Dianna Donald, David Jones, Colin Robinson and Leanne Flack presented their proposal to cover the Featherston pool and asked for Community Board approval to undertake a feasibility study to determine the viability of having a covered pool in Featherston.

#### 4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Victim Support

*FCB RESOLVED (FCB 2012/11)* to grant \$500 to Wairarapa Victim Support for continued services in the South Wairarapa.

*(Moved Cr Sexton/ Seconded Cr Robertson)*

Carried

4.2 Featherston Main Streets Beautification Group

The Community Board asked that an application for the entranceway project be submitted for consideration and agreed that subject to consultation with council infrastructure and services officers regarding planting locations:

1. Pohutokawha trees could be planted in the Featherston off-leash dog park.
2. 5 rata or kowhai trees could be planted in Johnston to Bell Streets and two park benches could be located in the area.
3. Oak trees could be planted in Card Reserve to complete a stand of existing trees subject to them not obstructing motorists view.

4.3 Featherston Covered Pool Group

The Community Board agreed in principal to a feasibility study, by suitably qualified consultants, be undertaken to determine the viability of having a covered pool in Featherston, however were not in a position to assist financially with this study.

*FCB NOTED:*

1. Action 114: Write to the Featherston Main Streets Beautification Group and the Featherston Covered Pool Group and advise them of the outcome of the Community Board meeting; G Thomas

#### 5. COMMUNITY BOARD MINUTES/EXPENDITURE

5.1 Featherston Community Board Minutes – 31 January 2012

*FCB RESOLVED (FCB 2012/12)* that the minutes of the Featherston Community Board meeting held on 31 January 2012 be confirmed as a true and correct record.

*(Moved Cr Robertson/ Seconded Thomas)*

Carried

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5.2 Matters arising  
There were no matters arising.

5.3 Action items from previous meeting  
The Community Board reviewed the action items and asked that availability of a meeting room in Anzac Hall be reassessed.

*FCB NOTED:*

1. Action 115: Make opening the Featherston 24hr toilet a priority and ask insurance assessors to also give this priority; M Allingham.
2. Action 116: Find out the status of Featherston Wi-Fi including the information centre domain not being connected; Cr Robertson

5.4 Income and Expenditure Statement  
*FCB RESOLVED (FCB 2012/13)* that the Income and Expenditure Statement to 31 January 2012 be received.

*(Moved Carter/ Seconded P. Robertson)* Carried

## **6. OPERATIONAL REPORTS – COUNCIL OFFICERS:**

6.1 Officers' Report to Community Boards

*FCB RESOLVED (FCB 2012/14):*

1. To receive the information.

*(Moved Cr Sexton/ Seconded Carter)* Carried

6.2 Representation Review

Dr Dowds advised members of the Community Board of the proposed representation of Council and community boards in preparation for the 2013 local government elections and asked the community board to consider the current representation arrangement and make a recommendation to Council on its preferred option.

*FCB RESOLVED (FCB 2012/15)* to recommend to Council that Council and community board representation remain as per the current arrangement for the 2013 local government elections.

*(Moved Cr Sexton/ Seconded Carter)* Carried

## **7. COMMUNITY BOARD/COUNCILLORS REPORTS**

### **Helen Barrow**

Mrs Barrow requested that council officers consider a letter drop to residents affected by water outages in the future.

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**Garry Thomas**

Mr Thomas reported that paint for the inside of the Featherston Information Centre had arrived.

*FCB NOTED:*

- 1. Action 117: If the clothing bins behind Adamsons in Featherston are on Council land request that they are either removed or placed at the Featherston recycling centre; M Allingham.

**8. SECURITY CAMERAS**

The Community Board considered the proposal put forward by Cross Creek Railway to install security cameras in Featherston in conjunction with a contribution from the Mayoral Fund and the Community Board.

*FCB RESOLVED (FCB 2012/16)* to make a funding decision on the Cross Creek Railway security camera project outside the formal Community Board meeting.

*(Moved Barrow/ Seconded Cr Sexton)*

Carried

**Confirmed as a true and correct record**

.....Chairperson

.....Date

**DISCLAIMER**

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**Featherston Community Board  
Action Item List  
From 13 March 2012**

| Ref # | Meeting | Date      | Action Type | Responsible Manager | Action or Task details  | Status   | Notes   |
|-------|---------|-----------|-------------|---------------------|---|----------|---|
| 539   | FCB     | 15-Mar-11 | Action      | Garry Thomas        | Provide a written report to Officers on footpath development priority and identify any other areas where new footpaths should be placed   | Open     |   |
| 1060  | FCB     | 22-Nov-11 | Action      | All                 | The Community Board undertook to meet and clarify funding criteria on the grant application form  | Open     |   |
| 8     | FCB     | 31-Jan-12 | Action      | Lee Carter          | On behalf of the Community Board write to Minister Paula Bennett and MP John Hayes requesting meetings to discuss assistance for Featherston youth in need  | Open     |   |
| 17    | FCB     | 31-Jan-12 | Resolution  | All                 | FEATHERSTON STREET FLAGS<br>FCB RESOLVED (FCB 2012/06):<br>1. That the purchase of flags for permanent display along Featherston Main Street be put on hold for review in July 2012.<br>(Moved Barrow/ Seconded Thomas) Carried | Open     |   |
| 108   | FCB     | 13-Mar-12 | Resolution  | Paul                | FCB RESOLVED (FCB 2012/11) to grant \$500 to Wairarapa Victim Support for continued services in the South Wairarapa.<br>(Moved Cr Sexton/ Seconded Cr Robertson) Carried  | Actioned | paid  |
| 114   | FCB     | 13-Mar-12 | Action      | Garry Thomas        | Write to the Featherston Main Streets Beautification Group and the Featherston Covered Pool Group and advise them of the outcome of the Community Board meeting   | Open     |   |
| 115   | FCB     | 13-Mar-12 | Action      | Mark                | Make opening the Featherston 24hr toilet a priority and ask insurance assessors to also give this priority  | Open     | 19.4.12. Work start date<br>30.4.12. completion date<br>18.05.12.   |
| 116   | FCB     | 13-Mar-12 | Action      | Cr Robertson        | Find out the status of Featherston Wi-Fi including the information centre domain not being connected  | Open     |   |
| 117   | FCB     | 13-Mar-12 | Action      | Mark                | Confirm the clothing bins behind Adamsons in Featherston are on Council land and if so request that the clothing bins be either completely removed or placed at the Featherston recycling centre                                | Open     | 10.4.12. Officers are making the necessary arrangements.  |
| 146   | FCB     | 15-Mar-12 | Resolution  | Paul                | FCB RESOLVED (FCB2012/16) that the invoice for \$4,025 to Safe Guard for the installation of the CCTV camera system in Featherston in conjunction with Cross Creek Railway be paid (Thomas/P. Robertson) Carried                | Actioned | Invoice paid by FCB. FCB account to be reimbursed by \$1k from Mayoral fund. Cross Creek Railway have contributed \$1k. |

# FEATHERSTON COMMUNITY BOARD

1 MAY 2012

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## AGENDA ITEM 5.1

### OFFICERS' REPORT

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#### **Purpose of Report**

To update members on the Corporate Support, Infrastructure and Services and Planning and Environment Group activities.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receive the information.*

### CORPORATE SUPPORT GROUP REPORT

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

The long term plan has again dominated proceedings since the last report. Audit New Zealand will be onsite for two weeks from 26 March to review the LTP

Rates debtors continue to be followed up, the latest debtor levels have shown some improvement, however we need to see a continued trend before any conclusion can be drawn.

The Request for Proposal for the replacement local authority software suite was issued, and proposals have been received. These will be analysed with a shortlist due to be decided by 30 March.

Water meter readings have been completed for the four months ended 29 February. These have been entered into the system and invoices issued.

Financial statements for the eight months ended 29 February 2012 have been completed. A full year forecast has also been prepared based on the year to date February results.

The archiving project is progressing, with an inventory of archive materials nearing completion. An archivist, recommended by Archives New Zealand, has been spoken to and will commence an analysis of archival materials to provide a recommendation of what action should be taken

## 2. Discussion

### 2.1 LTP

The LTP is moving forward as planned and there are no anticipated issues that would hinder meeting the statutory deadline of 30 June, with the target adoption date of 27 June.

The fortnightly LTP sessions have been useful in moving issues forward, the final series of policies that are required will be presented to the April 4 Policy and Finance meeting for consideration.

### 2.2 Operating system replacement

The RFP time for submissions closed on Friday 23 March and the three vendors who were targeted submitted proposals before the deadline.

As indicated in my email, the RFP is the first phase of a comprehensive upgrade of SWDC systems. The second key system will be an electronic data and records management system. Sufficient budget has been allowed in the 2012/13 LTP for the purchase and implementation of both systems.

Limited guidance from Splice Group has been sought, however it is anticipated we will not require much in the way of external assistance. Splice Group were recommended by MDC and have experience in this area.

The following table outlines the broad timetable:

| <b>Description</b>                     | <b>Duration</b> | <b>Timeframe – no later than</b>        |
|--|-----------------|---|
| RFP Preparation                        | 5 weeks         | 27 February 2012                        |
| RFP Response time                      | 4 weeks         | 23 March 2012                           |
| RFP Evaluation                         | 1 week          | 30 March 2012                           |
| Shortlist – 2 Suppliers                |                 | 30 March 2012                           |
| Product demonstrations and site visits | 2 weeks         | 18 April 2012                           |
| Decision – recommendation to Council   |                 | 4 May 2012 (For 16 May Council Meeting) |
| Implementation                         | ?               | To be decided                           |

### 2.3 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 23 March 2012.

The following table summarises the rate arrears excluding multi ownership Maori land.

| Date             | Amount<br>\$'000 | Number | Days since<br>instalment<br>due | SWDC<br>component<br>\$'000<br><br>(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                                    |

Since my discussion with MDC over collection procedures, I have spoken to Adam Parker from Gawith Burrige to discuss their involvement in the MDC processes.

As indicated in the previous report, while we are generally following the same procedures, we may need to take a stricter line in how we follow the arrears up. That said it has taken many years of consistent pressure by MDC to achieve their low level of arrears.

### 2.4 Financial Statements for the eight months ended 29 February 2012

The financial statements for the eight months ended 29 February 2012 are presented.

A full year forecast has also been prepared based on the YTD February results.

### 2.5 Archival Project

The archiving project is progressing, with an inventory of archive materials nearing completion. An archivist, recommended by Archives New Zealand, has been spoken to and will commence an analysis of archival materials to provide a recommendation of what action should be taken

A proposal from the archivist has been received and the following outputs are identified:



### **2.5.1. The results of the completed project**

Stages one and two will provide the Council with:

- An up to date archive policy
- A basic timeline history of the Council and it predecessors' main events and the main people involved.
- Information about what the archives are, where they are and what are the most valuable.
- Archives held in appropriate and well organised storage.
- An archive image library that includes digital copies of high value archives.
- An electronic and printed guide (x3) to the archives that is easy to read and use. That is accessible to the three library locations and the Wairarapa Archive.

### **2.6 Pain Farm Expenditure**

Martinborough Community Board have been appointed as the community body tasked with the oversight of Pain Farm and expenditure of funds accumulated through the lease of this property. Although the Community Board have these powers, resolutions for expenditure must be endorsed by Council. Expenditure was approved by Council for the MCB recommendations as follows:

#### **Martinborough Playground:**

MCB RESOLVED (MCB 2012/05):

1. That the flying fox at \$11,986 and the double slide at \$1,498 be ordered and that \$15,000 be allocated from the Pain Farm fund to cover the cost of the equipment and installation (including safety barking under the flying fox).

(Moved Guscott / Seconded McMaster) Carried

#### **Pain Farm Report:**

MCB RESOLVED (MCB2012/16) to approve payment from the Pain Farm account for the demolition of chimneys in the Pain Farm homestead and installation of suitable replacement heating subject to an agreement from the Wairarapa Heating and Tiling that the work is carried out within an agreed timeframe.

(Moved Guscott / Seconded Colenso) Carried

The amount applicable to the above resolution is \$10,098.30.

Contact Officer: Paul Crimp, Group Manager Corporate Support

# PLANNING AND ENVIRONMENT GROUP REPORT

## 1. Planning

### 1.1 Resource Consents

Officers received 10 consent applications since 1 February 2012. 19 consents were approved since 1 February (9 of which were received in previous months) all within the statutory timeframes. Officers now provide detailed fortnightly updates on all consents direct to Councillors and Community Board members, so consent details are not listed here.

### 1.2 Policy

#### 1.2.1. *Martinborough Square Reserve Re-Notification*

The Martinborough Square Reserve Draft Management Plan and Draft Development Plan have been rewritten and are out for further public consultation as of 21 March 2012 with submissions closing on 30 May 2012.

#### 1.2.2. *Regional Planners Meeting Forum*

Planning Managers from the District Councils and Regional Council have initiated a Wellington regional planning group. The purpose of the forum is to identify, develop and implement opportunities for collaborative and coordinated work across the range of functions services delivered by the planning departments. This includes a combined response to central government policy changes and proposals, for example NES's and RMA reviews. The group will also look at streamlining local government processes such as Regional Plan reviews and District Plan development.

Officers have met twice so far and the group is proving to be a positive initiative. The opportunity to network, share ideas and resources, and move towards a more cohesive regional platform has been well received.

Glenn Bunny will also continue to attend the SORT forum on behalf of the Wairarapa Councils that feeds into the Wellington Regional Strategy and Grow Wellington directive.

#### 1.2.3. *NES on Contamination*

The National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health (the NES) came into effect on 1 January 2012. The NES for Assessing and Managing Contaminants in Soil to Protect Human Health provides a nationally consistent set of planning controls and soil contaminant values and ensures that land affected by contaminants in soil is appropriately identified and assessed before it is developed - and if necessary the land is remediated or the contaminants contained to make the land safe for human use. All territorial authorities (district and city councils) are required to give effect to and enforce the requirements of the NES. The NES does not affect existing land uses.

Officers are currently reviewing the NES to ascertain whether or not a Plan change will be required in order to give effect to the new legislation.

#### **1.2.4. Bylaws**

The work towards developing a common set of Bylaws for the three Wairarapa Councils is almost complete to a draft stage. Officers from the Councils will meet on the 10<sup>th</sup> of April to finalise the draft bylaws for the purpose of public advertisement. It is likely that each District will have its own set of bylaws, but that they will be 99% common.

#### **1.2.5. Planning and Environment Streamlining**

Council officers have been working with MDC, and to a lesser extent CDC, towards establishing consistency in incoming and outgoing documentation, fees, and processes in the planning, environmental health and animal control departments. As per the direction given by the Shared Services Committee, the goal is to have a seamless experience when dealing with any of the three Councils in these particular areas. Using the resource consent process as an example, all activity descriptions, fees, application forms, processing, decision format, and standard consent conditions will soon be uniform throughout the district.

Work has begun on undertaking the same process for the Building Department. Much of this work has already been previously investigated, but the process lost momentum. It is intended that this work stream will be rejuvenated between SWDC and MDC.

## **2. Building**

### **2.1 Building consents**

Processing statistics for: 1 February 2012 – 29 February 2012

| <b>Item</b>                                    | <b>Period</b> | <b>Year to date</b> | <b>Same period last year</b> | <b>Annual Plan</b> |
|--|---------------|---------------------|------------------------------|--------------------|
| Consents received                              | 31            | 332                 | 25                           | N/A                |
| Consent processing performance (within 20wd's) | 100%          | 99.68%              | 100%                         | 90%                |
| COA processing performance                     | 0%            | 70%                 | 0%                           | N/A                |
| CCC processing performance                     | 100%          | 98.69%              | 96.67%                       | 100%               |

COA Certificate of Acceptance

CCC Code Compliance Certificate

Building consent numbers from 1 July 2011 to 19 March 2012 show as 215. For the same period the year before the number was 235.

## Consents granted by project

| Code | Type  | Avg. Duration (Days) | No. of consents | Value     |
|------|---|----------------------|-----------------|-----------|
| AB   | Internal Alterations – inc P/D                | 10.0                 | 2               | 102,000   |
| AG   | Single Story Stucco/Txt Coat etc              | 6.0                  | 1               | 25,000    |
| AH   | Single Story Stucco/Txt Coat etc - with P&D   | 11.0                 | 1               | 150,000   |
| AL   | Multi Story Weatherboard – inc P/D            | 2.0                  | 1               | 400,000   |
| CC   | Single Story Multi Unit Apartments/Motels     | 1.0                  | 1               | 345,000   |
| CL   | Commercial/Industrial \$500,001 - \$1,000,000 | 14.5                 | 2               | 1,900,000 |
| CE   | Minor Commercial Work – no P/D                | 20.0                 | 1               | 500       |
| MA   | Solid Fuel Heater                             | 1.5                  | 2               | 6,500     |
| MB   | Minor Plumbing Work                           | 9.5                  | 2               | 20,000    |
| ME   | Wet area shower                               | 8.0                  | 1               | 9,583     |
| NB   | Single Story Brick Veneer Rural               | 3.0                  | 1               | 440,000   |
| NC   | Single Story Weatherboard Urban               | 12                   | 1               | 285,000   |
| NE   | Single Story Stucco/Texture Coat etc – Urban  | 18.0                 | 1               | 800,000   |
| NF   | Single Story Stucco/Texture Coat etc – Rural  | 16.0                 | 1               | 290,000   |
| RB   | Relocated Residential Dwelling - Rural        | 11.0                 | 1               | 6,200     |
| SA   | Garden Sheds/Retaining Walls/Carports         | 5.0                  | 1               | 1,000     |
| SC   | Minor Farm Buildings                          | 6.0                  | 3               | 48,400    |
| SD   | Large Farm Buildings                          | 10.0                 | 1               | 190,000   |
| SF   | Proprietary Garages Standard                  | 9.0                  | 1               | 16,000    |
| SI   | Proprietary Garages & sleep out - inc P/D     | 10.0                 | 1               | 15,000    |
| SJ   | Garages, Custom Design                        | 15.0                 | 1               | 5,000     |
| SK   | Garages, Custom Design incl. P&D              | 19.0                 | 1               | 40,000    |
| SL   | Residential Repile                            | 7.0                  | 1               | 6,000     |
|      |   | 9.0                  | 27              | 3,201,183 |

## 2.2 Enforcement

### 2.2.1. Dangerous Buildings

#### Cape Palliser Road, Whatarangi

The buildings at Cape Palliser continue to be monitored. The demolition of another dwelling has been completed.

## 2.3 Policy

None to report.

## 2.4 Other matters

The Licensed Building Practitioners (LBP) scheme developed by the Department of Building & Housing (DBH) came into effect on the 1 March 2012. This means any building consent that has 'Restricted Building Work' as part of the consent, the design work and construction work has to be completed by a Licensed Building Practitioner. Procedures have been developed and implemented by the Building Consent Authority to address

this. The proposed outcome will be that better quality plans are submitted to council and that the people completing the design and construction work will be competent to do so.

A home owner will not be able to submit plans and specifications to build an extension onto their home or build a new house. Having the right people complete the design and construction of a project will improve the quality of the documentation being submitted and means the BCA will be dealing with people who are qualified and understand the requirements of the Building Act and Building Code so improving communication between the parties.

Consent numbers are likely to be reduced until the current practitioners become licensed. Many of the designers have left it to the last minute to become licensed and as there is now a backlog in the LBP approvals this means they cannot submit plans until they become licensed.

### **3. Environmental Health**

#### **3.1 Liquor Licensing**

15 liquor licenses were processed in February 2012.

##### **3.1.1. Alcohol Reform Bill Update**

The Justice and Electoral Committee have examined the Alcohol Reform Bill recommends it be passes with some amendments. The Bill is awaiting the full committee stage in parliament. There is still some "tweaking " going on but the proposed final reading is scheduled for between late April to November 2012.

#### **3.2 Food Bill update**

The new Food Bill has been through the Primary Production Select committee and is a priority three. This means that it should be passed if at all possible this year. The relevant central government departments are still optimistic that it will be passed this year in spite of the adverse reaction from some groups that have had significant media coverage.

#### **3.3 Noise control**

21 noise complaints were received in February and March (to 14 March) resulting in six Excessive Noise Directions being issued and seizure of a stereo.

Several noise complaints regarding the use of bird scaring devices in vineyards have been received in the past month. Noise assessments have been undertaken and successful discussions with the vineyards concerned appear to have resolved the complaints.

It is likely with the unseasonable weather that the ripening process will be delayed and there will be extended use of bird scaring devices.

### **3.4 By-laws and animal control**

#### **3.4.1. *Overhanging trees***

Council Bylaws Officers have been targeting trees overhanging footpaths or road reserve that are likely to cause an obstruction to the public in all three communities. To date 14 notices have been issued with a very positive response from most properties.

Trees and power lines are a separate matter overseen by Power Co. Regulations require Power Co to pay for the first cut so trees that meet the criteria are a safe distance away from power lines.

The tree owner is then responsible for arranging a Powerco approved contractor to keep trees from the lines in future.

This is not the responsibility of council officers.

#### **3.4.2. *Dog and stock control***

Bylaws officers dealt with 43 individual dog and stock incidents in February and March.

Contact Officer: Sheryl Willmott, Administration Officer

Reviewed By: Glenn Bunny, Planning & Environment Group

# INFRASTRUCTURE AND SERVICES GROUP REPORT

## 1. Executive Summary

### 1.1 School Lighting Project

Kuranui College children will be working with Dave Patten, Council's electricity contractor, to record and map the current system to assist in planning upgrade works on better placement and lighting.

### 1.2 Contracts

The process for the procurement of a new services contract has begun. The Request For Information has been released and there has been a positive amount of interest in the contract.

### 1.3 Consents

Delays continue to be experienced with lodgement for the Greytown WWTP and the latest timeline indicates lodgement by end of April.

Preliminary documentation has been lodged with the Regional Council for the AEE Application required for the Martinborough WWTP consent renewal with the final AEE and application to be submitted by April 10<sup>th</sup> 2012.

Featherston WWTP consent renewal applications are continuing and further reporting will be done as continuing results are received on the new plant.

## 2. Utilities

### 2.1 Wastewater

#### 2.1.1. Operations

Wastewater treatment plants operated routinely over the period. Normal monitoring for flow and compliance reporting continued throughout the period with no non-compliance issues reported.

New UV infrastructure at the Featherston and Martinborough wastewater treatment plants continue to perform well with more than acceptable pathogen reduction levels being achieved. Two pipeline blockages were reported and rectified during the period.

### 2.2 Water Supply

#### 2.2.1. Operations

A graph of water consumption is attached. It indicates typical use for the time of year and season however it is noted that consumption in Greytown increased markedly ahead of Christmas. Leak detection observation in the New Year was unable to establish significant leakage in the urban reticulation systems.

During the period however it was decided to investigate and repair a significant leak, that staff was aware of, in the main pipeline between Featherston and

Greytown. The leaking 300mm dia steel pipeline was some 5 metres deep, close to the northern bank of the Tauherenikau River. Considerable difficulty was experienced in locating the leak and at the time of writing the leak was expected to be repaired and normal supply resumed to Featherston by Thursday 15 March 2012.

In the meantime the Featherston community was supplied from the Boar Bush dam and whilst safe to drink this supply generated some complaints from consumers.

Tanker water was made available for Featherston residents during the primary supply outage.

### **2.2.2. Consents**

Extraction permits for the Greytown bore expire later in the year.

## **2.3 Water Races**

Water races operated normally during the period.

Further consultation with water race users will be commenced with public meeting (s) scheduled in the next month ahead of the adoption of a new draft bylaw (subject to a full round of public consultation as required by the Local Government Act).

## **2.4 Waste Management**

### **2.4.1. Operations**

Services are being delivered as normal with some planned changes made to collection routine in the Greytown business area.

Waste export and recycling tonnage data for the period is attached.

## **3. Roding**

### **3.1 Parks and Reserves (Transfield Services)**

The contractor's performance is generally satisfactory with a good response to Council's requests. Further improvements to maintenance standards could be made by regular inspections by Transfield to identify gaps in their maintenance.

Council officers are currently inspecting the town centers every Monday morning and advising Transfield of works required in an attempt to get them to improve their maintenance.

### **3.2 Roding Maintenance (Oldfield Asphalts)**

Routine roding maintenance is satisfactory, unsealed roads are in good repair and signs are well maintained.

The severe weather event at the end of February caused some slips on the White Rock Rd west of Tukurumuri and wave damage to the Cape Palliser Rd at Te Kōpi, but little damage elsewhere.

Oldfields have made temporary repairs at Te Kōpi and cleared the slips on the White Rock Rd.



Other ordered work over the past month includes tree clearing on the Hinakura Rd and pavement repairs on Lake Ferry Rd and the White Rock Rd north of Tukurumuri.

## **4. Property and Facilities**

### **4.1 General**

### **4.2 Properties**

65 Longwood Road has been tenanted.

Painting of the Featherston Information Centre will commence 10 April using paint from the Dulux Sponsorship. Repair work is being carried out on the outside of the building before painting.

Pain Farm Homestead has new chimneys, serviced log burners and a new log burner in the front lounge room.

Featherston Stadium has wire netting put up at far end where birds keep making a mess.

### **4.3 Pensioner Housing**

Units 1, 2, 7 and 8 of the Burling Flats will have their roofs replaced. The television aerials will also be removed and placed on the side walls of the flats.

### **4.4 Swimming Pools**

The pools were closed on Sunday 11 March 2012. Martinborough Toddlers Pool is having new surface put on by the end of April 2012 so it is not slippery.

### **4.5 Cemeteries**

Greytown Cemetery Gazebo has been lined inside to stop birds nesting and making a mess down the walls.

Featherston Cemetery Extension shelter belt planting is scheduled to proceed in April/May 2012.

### **4.6 Camping Grounds**

Greytown Camp Ground lease tender is underway:

- Advertising starting from 19 March
- Tender's closing on 13 April 2012.
- Tender Evaluation will be from 16th to 26th April.
- Paper to Community Board 2 May 2012.
- Papers to Council 1 May to 4 May.
- Council Meeting 16 May.
- Negotiations 17 May to 29 June 2012.
- Lease commences 1 July 2012.

### **4.7 Leases and Licenses**

Pain Farm Land tender advertising from 18 April with tenders closing on 14 May 2012. Lease commences 1 June 2012.

## **5. Libraries**

### **5.1 Copyright**

Classification/censorship and copyright are major issues at the moment. An awareness campaign is being run from the Censorship Office and enforcers are visiting locations to advise on compliance. All WLS libraries are compliant with the Classification Law. The recent changes in Copyright Law have proved a challenge and the librarians are in the process of implementing an awareness campaign both for staff and customers.

The Copyright Law is quite complex and it will take some time to complete the process, however initial protection measures have been put in place, e.g. moving the photocopier at Martinborough Library to within the staff area. Libraries are seen as enforcers of the Copyright Act and as such measures need to be put in place to prevent Copyright infringement even if they are not popular measures.

### **5.2 Library Management System**

This was discussed at the Joint Library Committee held on 5 March 2012. Committee members tasked both District Librarians with seeing the National Library Kotui system in action in a public library and to consider both SMART and Kotui and present a recommendation. Members recommended an amount is placed in the Long Term Plan to ensure funds are available (CDC have nominated \$100k). It was re-iterated that Council wish to see a new system implemented sooner rather than later.

### **5.3 Opening hours Survey**

Analysis has been completed on the Martinborough/Featherston surveys. Greytown surveys are still to be incorporated. The partial analysis shows a preference for 1 late night per week and an adjustment to Saturday opening to 10-2pm. Library Committee members recommended a trial weekday late night opening.

### **5.4 General**

Librarians' thanks go to the Greytown Lioness Group who have donated \$900 towards the purchase of Large Print books.

A volunteer contract is in the process of being implemented as the libraries now have 2 regular volunteers.

## **6. Appendices**

Appendix 1 – Issues, Transactions & Door Statistics all Libraries

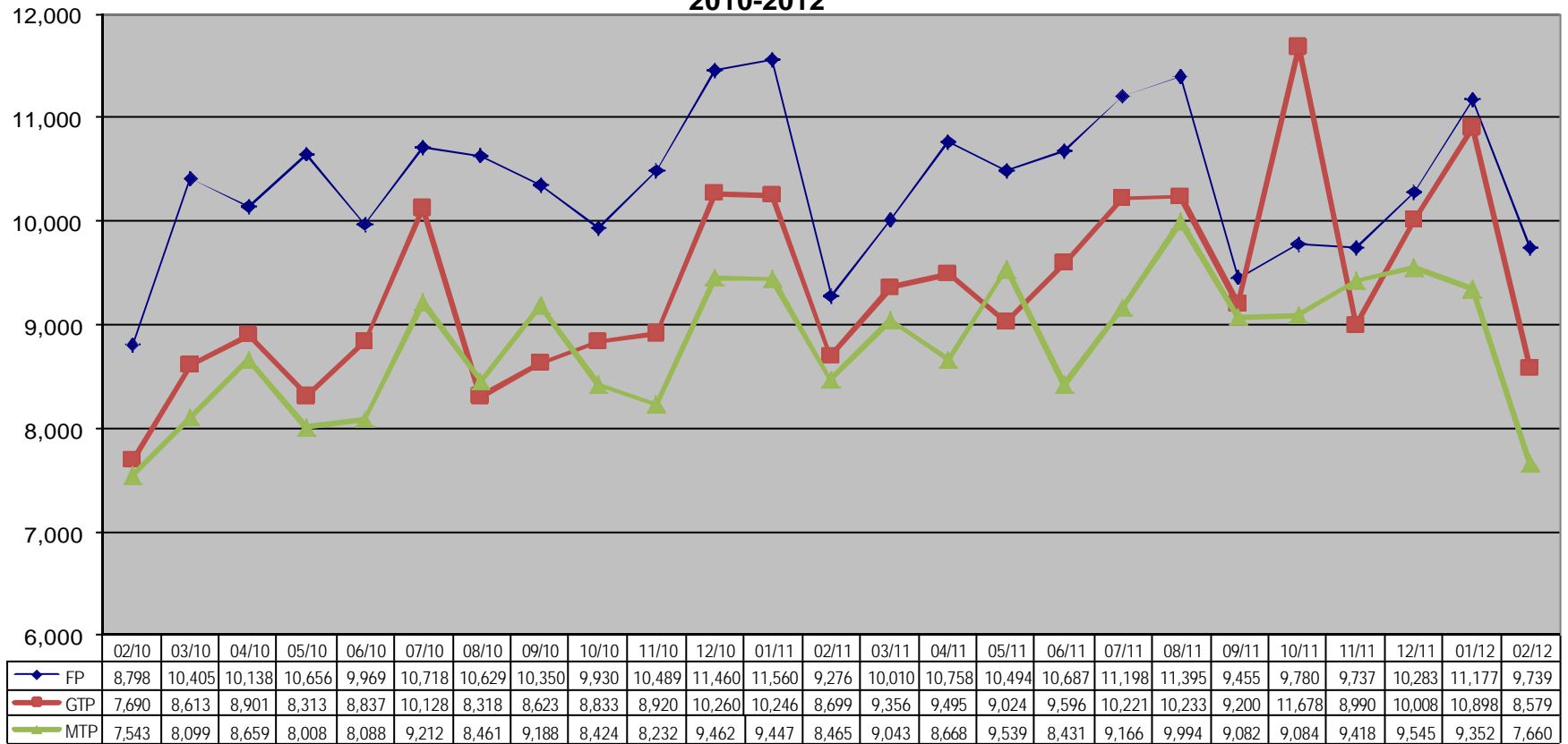
Appendix 2 – Monthly Water usage & Waste exported to Bonny Glen including Recycling

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed by: Dr Jack Dowds, Chief Executive Officer

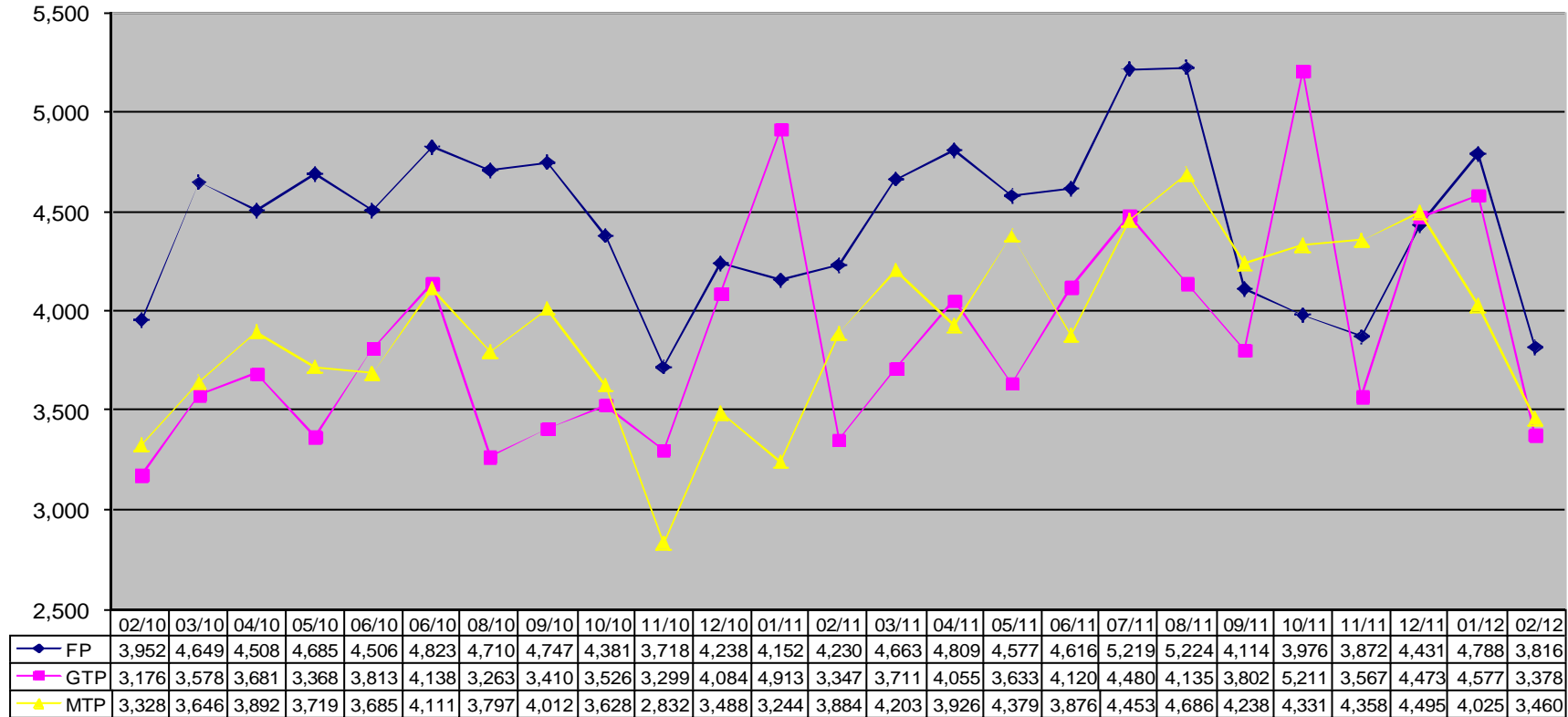
# **Appendix 1 – Issues, Transaction & Door Statistics all Libraries**

**Transactions (excluding Council functions) for Featherston, Greytown and Martinborough  
Libraries  
2010-2012**



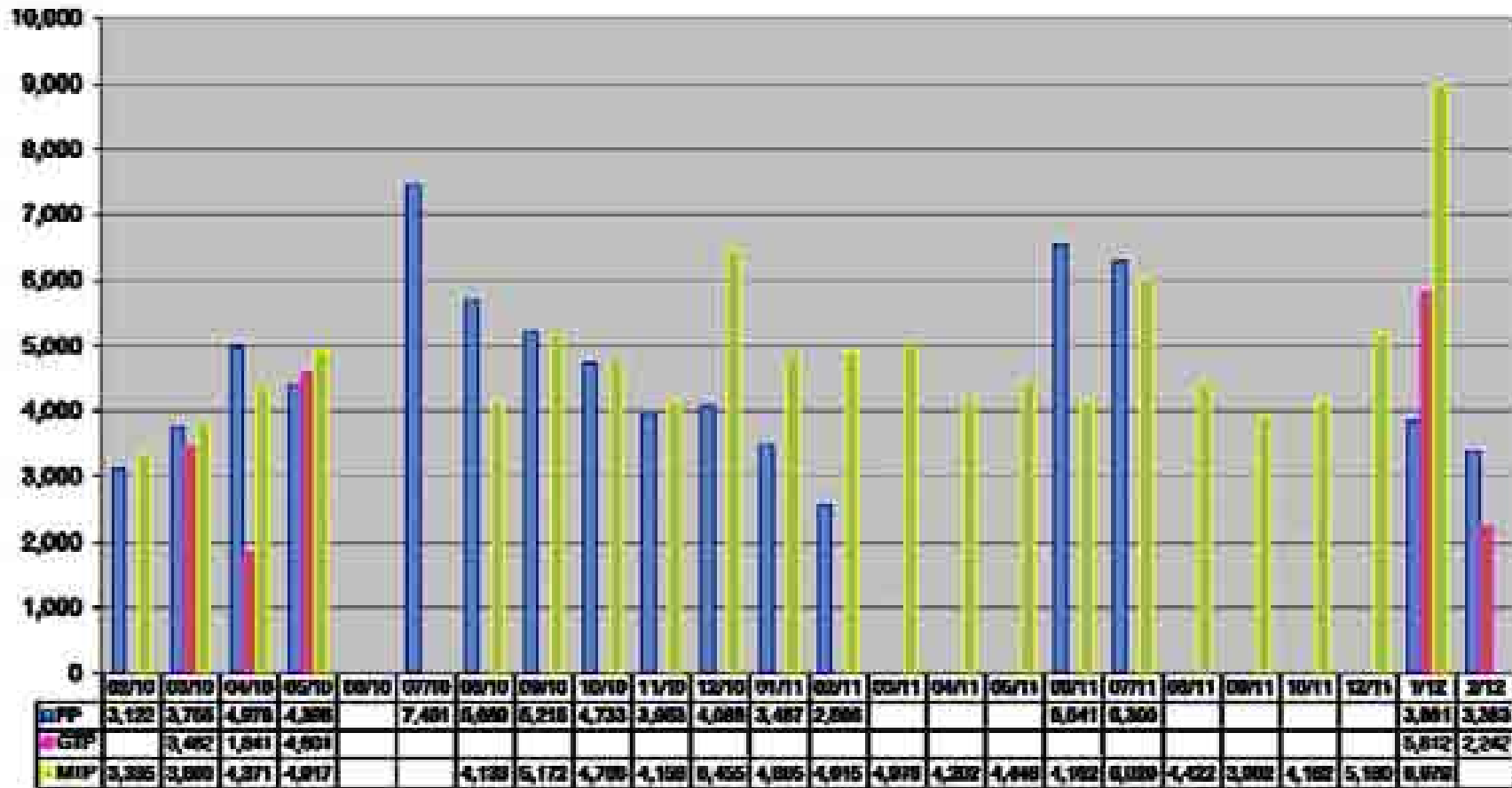
Transaction figures include all issues, returns, reserves and cash actions involved with those procedures. Both Transactions and Issues statistics exclude the 'dead' scanning of static or shelved books. This happens constantly at the service desks to minimise book return inaccuracies.

**Issues: Featherston, Greytown and Martinborough Libraries: 2010-2012**



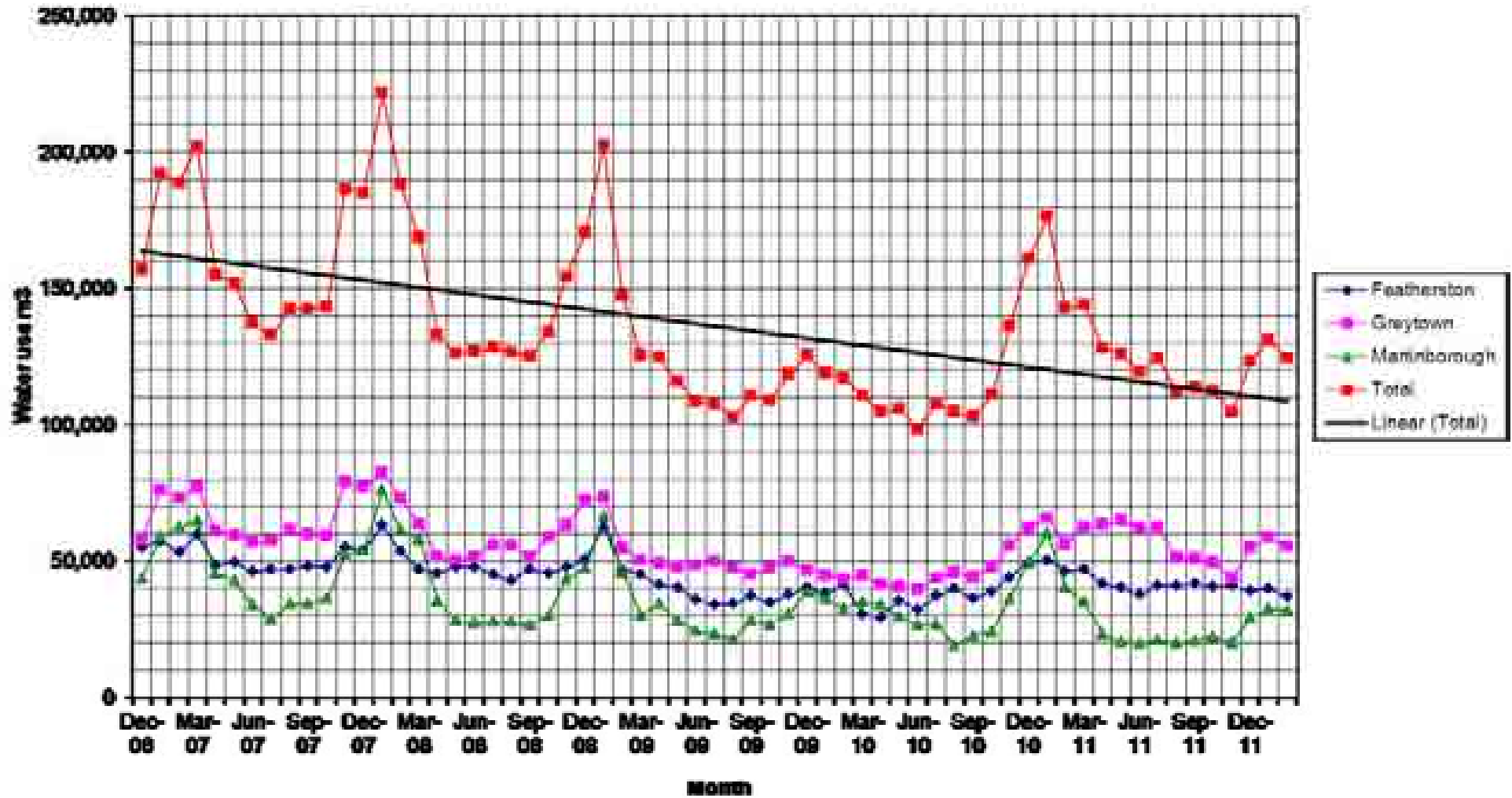
Issues show a drop over February. Historical figures show that this happens every year and could be caused by customers getting back to the school/work routine after the Christmas and January holiday period.

**Door count, Featherston, Greytown, Martinborough libraries  
(no count = battery failure or human error)**



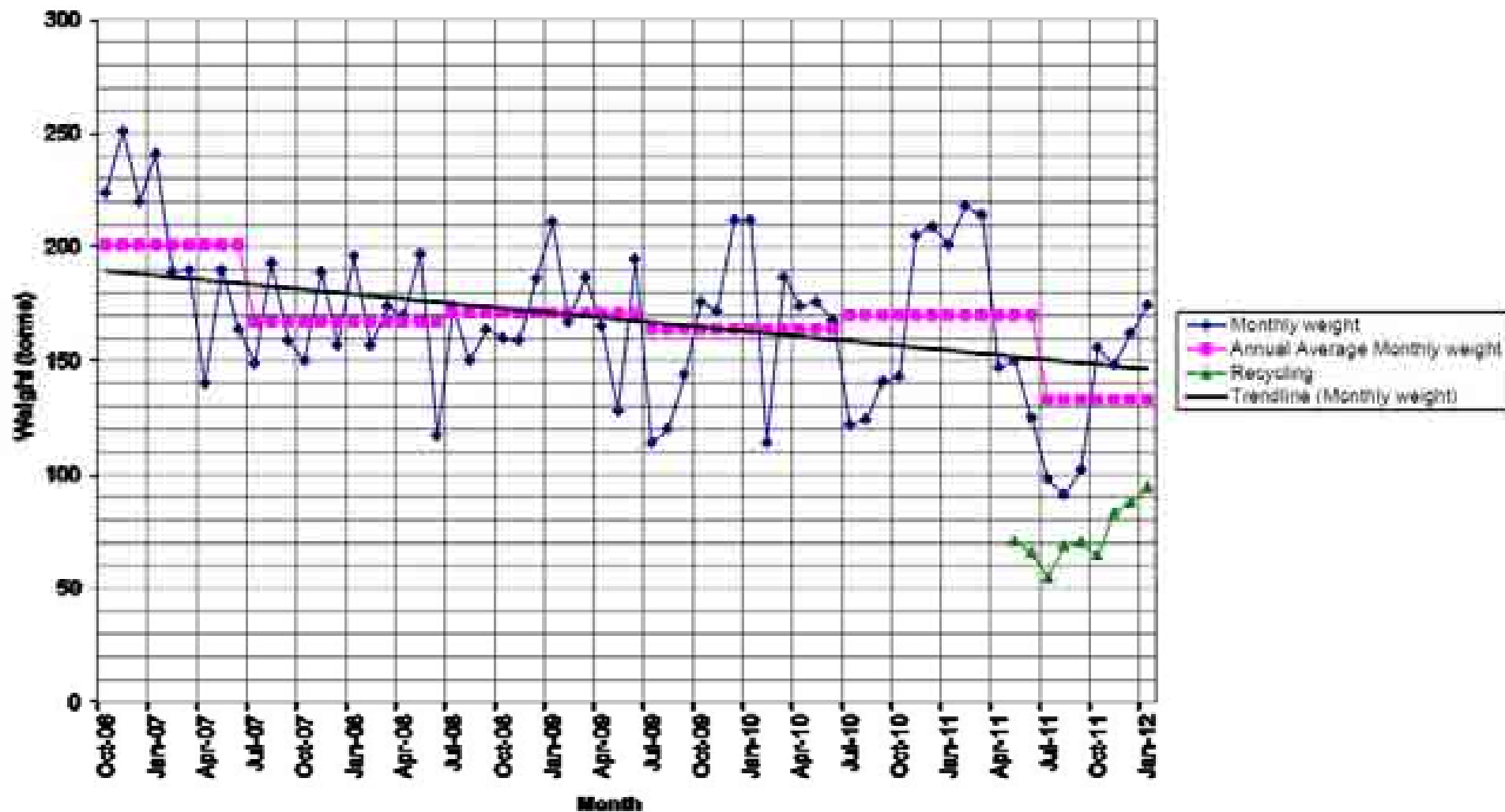
# **Appendix 2 – Water Usage & Waste & Recycling exported to Bonny Glenn**

### Water use South Wairarapa District Council





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



# Concessions for Charitable and Like Community Organisations and Groups

## 1. RATIONALE:

- 1.1 Various organisations and groups approach the Council from time to time seeking a concession on a charge or fee payable to the Council for the provision of a service or facility.
- 1.2 A consistent response to applications in the interests of fairness to all is required.

## 2. PURPOSE:

- 2.1 To set out a basis on which a concession can be given, the type of organisation that may apply, and a broad indication of the type of service being provided for which a concession may be sought and the degree to which a concession may be given.

## 3. Guidelines

### 3.1 Eligibility

- 3.1.1 Organisations and groups making an application for a concession must be not-for-profit, and not involved with any commercial activity. They must be South Wairarapa based or with a distinct activity in the District and be in line with the objectives and community outcomes of the South Wairarapa Council Community Plan.
- 3.1.2 They should preferably be incorporated in their own right or directly linked to another organisation that is (e.g. Martinborough Round the Vines and Martinborough School).
- 3.1.3 Individuals may not apply.
- 3.1.4 Applicants may not be in receipt of any other Council concessionary or financial support, approved or given for the same financial year. (Excludes Community Board grants).
- 3.1.5 Lessees of all or part of Council owned buildings and facilities are not eligible for a concession under this Policy.

## **3.2 Services and Facilities for which a Concession may be given**

### 3.2.1. Planning and Regulatory.

3.2.2.1 Applications for Resource, Building or Plumbing Consents are not eligible for a concession, either monetarily or otherwise. However, affected organisations may seek a grant from the Council in accordance with its policies and practices in respect to grants.

3.2. 1.2 Road closures for street days or other fund-raising activities are eligible for a concession of up to 50% of the cost of any related advertising, that is placed by the Council.

### 3.2.2 Council Halls, Parks and Reserves.

3.2.2.1 A concession of up to 50% of the cost or a charge for rent or similar fee payable for the short term use of a Council owned facility may be given. Except where a concession is already built in and disclosed in the charge.

3.2.2.2 Deposits required against due performance may not receive a concession.

## **3.3 Applications**

3.3.1 Applicants for a concession are to apply in writing to the Chief Executive Officer giving full details of the relevant activity and purpose for which it is to be applied. Financial details must also be provided.

3.3.2 The Chief Executive Officer may delegate decision-making to the appropriate departmental manager.

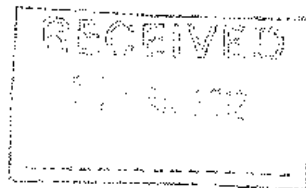
3.3.3 Applications must be made at least two weeks before an event or activity. Applications received after, may not be considered and are at the discretion of the CEO.

3.3.4 A decision made in respect to an application for a concession is final and there is no right of appeal.

3.3.5 In an exceptional situation the Chief Executive Officer in consultation with the Mayor may consider a variation to and approve a concession which shall be reported to the Policy Committee.



20 March 2012



Suzanne Clark  
Committee Secretary  
Featherston Community Board  
PO Box 6  
Martinborough 5741

Dear Suzanne

Thank you for your letter of 16 March 2012 advising that our application for financial assistance from the Featherston Community Board was successful. It is with much appreciation that we acknowledge your grant of \$500.00. A tax invoice for \$500.00 plus GST will be sent to you shortly.

Your grant will help Victim Support provide quality service delivery to victims of serious crime and trauma in the Featherston area. The grant will be used effectively in contributing to the cost of volunteer recruitment, training and expenses for our volunteers and ongoing office expenses including attending external meetings.

It is an exciting time for Victim Support and we continue to be proud of the work our volunteers do with victims, giving their time willingly, often working in very traumatic situations.

Victim Support continues to focus on providing an organisational approach, focusing on quality service to our clients ensuring monitored health and safety; the provision of emotional and practical support; provision of information; advocacy for victims' rights, and referral to and liaison with Police, other Emergency Services, and Community agencies.

Thank you again for your support of the work we do.

Yours sincerely

Denise Reiri  
Regional Fundraiser