

FEATHERSTON COMMUNITY BOARD

**Agenda
10 October 2017**

Notice of a meeting to be held in Kiwi Hall, 62 Bell Street, Featherston on Tuesday 10 October 2017 commencing at 7.00pm.

MEMBERSHIP OF THE COMMUNITY BOARD

Brenda West (chair), Claire Bleakley, Robyn Ramsden, Mark Shepherd, Cr Dayle Harwood and Cr Colin Olds

PUBLIC BUSINESS

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION:

- | | | |
|-----|---|---------------|
| 3.1 | Tracey Shepherd, Wairarapa REAP, speaking in support of the application for financial assistance | 7:00pm |
| 3.2 | Tracey Shepherd, Wairarapa REAP, speaking in support of the application for financial assistance made on behalf of White Ribbon Riders 2017 | 7:05pm |
| 3.3 | Mary Byrne, Fluoride Free New Zealand, presenting US government funded research on fluoride. | 7:10pm |

4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

5. COMMUNITY BOARD MINUTES:

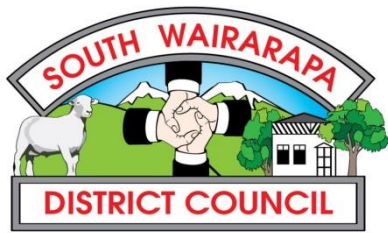
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| 5.1 | Minutes for Approval: Featherston Community Board Minutes of 29 August 2017 | Pages 1-6 |
|-----|---|------------------|

Proposed Resolution: *That the minutes of the Featherston Community Board meeting held on 29 August 2017 be confirmed as a true and correct record.*

6. CHIEF EXECUTIVE AND STAFF REPORTS:

- | | | |
|-----|--------------------------------------|--------------------|
| 6.1 | Officers' Report to Community Boards | Pages 7-53 |
| 6.2 | Action Items Report | Pages 54-60 |

6.3	Income and Expenditure Report	Pages 61-64
6.4	Schedule of Ordinary Meetings	Pages 65-67
6.5	Applications for Financial Assistance	Pages 68-69
6.6	Community Board Accountability Report	Pages 70-87
7.	NOTICES OF MOTION:	
7.1	Claire Bleakley – Pensioner Housing	Pages 88-94
8.	CHAIRPERSON’S REPORT	
9.	MEMBER REPORTS (INFORMATION)	
9.1	Long Term Plan	Page 95
9.2	Facebook Page Update	Pages 96-97
9.3	Infrastructure and Planning Working Party Tour	Page 98
9.4	Parking and Traffic Signs at Featherston Railway Station; Cr Dayle Harwood to discuss with members	Page 99
9.5	Poppy Trust Street Names Project; Claire Bleakley to update members	
10.	CORRESPONDENCE:	
	<i>Proposed Resolution: That the inwards correspondence be received and outwards correspondence be approved.</i>	
10.1	Inwards	
	To Brenda West, Featherston Community Board, from Victim Support, dated 5 September 2017	Pages 100-104
	To Brenda West, Featherston Community Board, from KittyCat Rehoming Wairarapa, dated 7 September 2017	Page 105
	To Featherston Community Board, from Rhonda Jones, dated 17 September 2017	Page 106
	To Brenda West, Featherston Community Board, from Nim Grewal, dated 20 September 2017	Page 107
10.2	Outwards	
	To Vicky Alexander, from Claire Bleakley, Featherston Community Board, dated 18 July 2017	Page 108
	To Jennifer Muth, Featherston Schools’ Cluster, from Featherston Community Board, dated 14 September 2017	Page 109
	To Emily Greenberg, from Featherston Community Board, dated 14 September 2017	Page 110
	To Martine Bjiker, from Featherston Community Board, dated 14 September 2017	Page 111



Featherston Community Board

Minutes – 29 August 2017

- Present:** Brenda West (Chair), Claire Bleakley, Cr Dayle Harwood, Cr Colin Olds, Robyn Ramsden and Mark Shepherd.
- In Attendance:** Mayor Viv Napier, Paul Crimp and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in Kiwi Hall, 62 Bell Street, Featherston. The meeting was conducted in public between 7:00pm and 10:03pm.
- External Speakers:** Fletcher Carrig and Jack Hancock, Featherston Schools Cluster Group.

PUBLIC BUSINESS

FCB RESOLVED (FCB 2017/55):

1. To receive the draft FCB Income and Expenditure Statement 1 July 2017 - 31 July 2017, the FCB Income and Expenditure Statement 1 July 2016 - 30 June 2017, Claire Bleakley's Notice of Motion on Pensioner Housing, Claire Bleakley's update on the Poppy Trust Street Names Project for consideration at this meeting noting that all items had been previously circulated to members but were not available to be included with the agenda papers.
2. To accept the tabled correspondence from Martine Bijker, however due to its late receipt it would not be considered.

(Moved West/Seconded Ramsden)

Carried

1. APOLOGIES

There were no apologies.

2. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3. PUBLIC PARTICIPATION

3.1 Featherston Schools' Cluster

Fletcher Carrig and Jack Hancock from St Teresas's School spoke on the Featherston School's Cluster plan for beautification and ecological improvements to the Donald's Creek area. Enviroschools was supporting the project as was Mr Hull from South Featherston School. Fletcher and Jack answered members' questions on water clarity testing, funding and future goals for community involvement and development and asked for Community Board support of the project.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Featherston Schools' Cluster

Members congratulated Jack and Fletcher on their presentation and the Featherston Schools' Cluster on the project.

FCB NOTED:

1. Action 485: Write to the Featherston Schools' Cluster giving Featherston Community Board support for the project; outline how to get in touch with Featherston youth and how to apply for Community Board funding; P Crimp

4.2 The Wairarapa Whanau Trust

Attendance apologies had been received from Alan Maxwell, The Wairarapa Whanau Trust.

5. COMMUNITY BOARD MINUTES

5.1 Featherston Community Board Minutes – 18 July 2017

FCB RESOLVED (FCB 2017/56) that the minutes of the Featherston Community Board meeting held on 18 July 2017 be confirmed as a true and correct record subject to the following change to paragraph 9.2 from:

‘Mrs Ramsden had organised a successful afternoon tea for volunteers which was well received and was working with the Centre to prepare a Memorandum of Understanding...’, to

‘Cr Olds and Mrs Ramsden had organised a successful afternoon tea for volunteers which was well received and Mrs Ramsden was working with the Centre to prepare a Memorandum of Understanding...’

(Moved West/Seconded Cr Harwood)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Review of Policy E502: Community Groups Use of and Access to Council Parks and Reserves

Mr Crimp advised that Council was looking for Community Board feedback and support for the paper to be presented to Council for ratification on the 20 September 2017 before it went out for broader community consultation.

Members discussed the Machinery Act and the definition of an amusement device, the process for getting an exemption to a liquor ban area, and implications of registering the Town Square as a reserve.

Members acknowledged correspondence from Martine Bijker and Emily Greenburg and noted the feedback would form submissions to the public consultation of the policy.

FCB RESOLVED (FCB 2017/57):

1. To receive the Information.

(Moved West/Seconded Cr Olds)

Carried

2. To approve the amendments to Policy E502: Community Groups Use of and Access to Council Parks and Reserves including incorporating Terms and Conditions of use subject to a change to Clause 6, under heading Amusement Devices from 'Not permitted at any time' to 'With Council permission'.

(Moved Cr Olds/Seconded Shepherd)

Carried

6.2 Officers' Report to Community Boards

In response to members' questions Mr Crimp noted that Table 1 was updated once a year and that Council animal control did not extend to cats. Mr Crimp discussed the Waihinga Centre project financials, the proposed NTZA presentation to members on the 10 October 2017, advertising signage, progress on the Featherston wastewater consent and community housing maintenance with members.

FCB RESOLVED (FCB 2017/58):

1. To receive the Officers' Report to Community Boards.
(Moved West/Seconded Ramsden) Carried
2. Action 486: Follow-up why external access to the Featherston Stadium toilets had not been completed; M Allingham
3. Action 487: Find out what public toilets are available or could be made available in the vicinity of the Featherston Railway Station, and consider signage to public toilets as you leave the Station as the Station toilets are not open in the weekend; M Allingham

6.3 Action Items Report

FCB RESOLVED (FCB 2017/59):

1. To receive the Action Items Report, including the tabled Poppy Trust Street Names Project Update from Claire Bleakley.
(Moved West/Seconded Bleakley) Carried
2. That local schools be approached to seek permission for their students to research the history of the roads identified as possible Poppy roads (Birdwood Street, Camp Road, Churchill Crescent, Messines Way and Soldiers Settlement Road).
(Moved Bleakley/Seconded Cr Olds) Carried
3. Action 488: Make the Poppy Trust Street Names Project a regular item on the Community Board agenda; P Crimp

FCB RESOLVED (FCB 2017/60) to engage a facilitator within the next 6-8 weeks to provide assistance to progress the Featherston Community Board Strategic Plan.

(Moved Cr Olds/Seconded Bleakley)

Carried

6.4 Income and Expenditure Report

Members discussed funding of the Featherston Information Centre including WiFi access.

It was noted that the morning tea for the Featherston Information Centre volunteers was held in 2017 not 2019.

FCB RESOLVED (FCB 2017/61):

1. To receive the tabled draft Income and Expenditure Report for the period 1 July 2016 - 30 June 2017.
2. To receive the tabled Income and Expenditure Report for the period 1 July 2017 - 31 July 2017.
3. To grant the Featherston Information Centre \$85.40 to cover incidental costs associated with running the Featherston Information Centre.

(Moved West/Seconded Bleakley)

Carried

6.5 Long Term Plan Process

FCB RESOLVED (FCB 2017/62):

1. To receive the Long Term Plan Process Report.
2. To appoint Claire Bleakley as the Featherston Community Board representative on Council's Long Term Plan Working Party.

(Moved West/Seconded Bleakley)

Carried

3. Action 489: Make the Long Term Plan a regular member report item on the Community Board agenda; P Crimp

6.6 Restoration Work Proposal for Donald's Creek Stopbank by Featherston Schools

FCB RESOLVED (FCB 2017/63):

1. To receive the Restoration Work Proposal for Donald's Creek stopbank by Featherston Schools.
2. To support the work proposed by the students and as outlined in the report.

(Moved West/Seconded Ramsden)

Carried

3. Action 490: Write to the students of the Featherston School's cluster and thank them for presenting their project to the Board, advise them how to link in with the youth group and how to apply for funding; P Crimp

7. NOTICES OF MOTION

7.1 Claire Bleakly – Notice of Motion Pensioner Housing

Mrs Bleakley presented her notice of motion saying that residents wanted incremental rent rises rather than large increases and expressed concern about the lack of visibility and amount of corporate overhead costs. Mr Crimp advised that the corporate overhead was the actual cost of staff time spent administering the housing, and the negative figure indicated that general rates were propping up community housing. Mrs Bleakley had meet with the Anglican Diocese, a community housing provider.

FCB RESOLVED (FCB 2017/64):

1. To receive the Notice of Motion – Pensioner Housing.
2. To postpone further discussion on Pensioner Housing until 10 October 2017.

(Moved West/Seconded Cr Olds)

Carried

8. CHAIRPERSONS REPORT

There was no report to consider.

9. MEMBER REPORTS (INFORMATION)

9.1 Featherston Community Facebook Page

Members reviewed the report as submitted by Mrs Ramsden.

9.2 Featherston Information Centre

Mrs Ramsden was working towards establishing a process for payment of petty cash, establishing a memorandum of understand and a license to occupy.

9.3 Wairarapa Library Service

Members reviewed the report as submitted by Cr Colenso.

10. CORRESPONDENCE

10.1 Inwards

To Brenda West, Featherston Community Board, from Paul Crimp, South Wairarapa District Council, dated 1 August 2017

To Brenda West, Featherston Community Board, from Roz Harding, Cross Creek Railway, dated 1 August 2017

To Brenda West, Featherston Community Board, from Emily Greenberg, dated 21 August 2017

To Featherston Community Board, from Martine Bijker received 29 August 2017

10.2 Outwards

To Wendy Morrison, Accelerate Wairarapa, from Featherston Community Board, dated 28 July 2017

To Ed Hudson, Featherston Ratepayers and Residents Association, from Featherston Community Board, dated 28 July 2017

To Jan Stephen, from Featherston Community Board, dated 28 July 2017

To Jennifer Grey, from Featherston Community Board, dated 28 July 2017

FCB RESOLVED (FCB 2017/65) to receive the inwards correspondence and approve the outwards correspondence.

(Moved West/Seconded Ramsden)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

FEATHERSTON COMMUNITY BOARD

10 OCTOBER 2017

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To update community boards and the Maori Standing Committee on Council activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report.*

CHIEF EXECUTIVE

1. Executive Summary

The rush of the Annual Plan has been replaced by the preparation of the Annual Report. The Annual Report is a significant body of work which includes the audit process.

In addition, we have commenced work on the long term plan, and while not due for adoption until 27 June 2018, a lot of work needs to be completed, particularly as we extend our time horizon beyond the 10 year statutory minimum.

An application has been lodged for funding from the Tourism Infrastructure Fund, and we have been advised we meet the criteria for consideration. This will assist in accelerating our coastal programme beyond that which we could fund in the short to medium term, and will enable us to meet current demand, and allow for some growth in activity.

2. Governance/Leadership/Advocacy

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

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE					
SERVICE LEVEL	KEY PERFORMANCE INDICATORS			COMMENTS	
		2016/17 TARGET	2016/17 ACTUAL		
Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	79%	The National Research Bureau (NRB) Customer Satisfaction survey was carried out late 2016. In addition to the 79% (2014:73% 2011 75%) positive response, 13% (2014; 16% 2011 14%) felt they were unable to comment.	
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	72%	63%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 63% (2014; 62% 2011 55%) positive response, 23% (2014:21% 2011 28%) felt they were unable to comment.	
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions	80%	70%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 70% (2014; 76% 2011 73%) positive response, 14% (2014; 8% 2011 9%) felt they were unable to comment.	
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	79%	65%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 65% (2014; 64% 2011 59%) positive response, 14% (2014; 14% 2011 9%) felt they were unable to comment.	
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues	90%	Greytown 98% Featherston 97% Martinborough 97%	This measure reports on the percentage of resolutions made that relate solely to local issues. (year ended 30 June 2016)	
	% of ratepayers and residents who know how to contact a community board member	68%	69%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 69% (2014; 64% 2011 59%) positive response, 0% (2014; 14% 2011 9%) felt they were unable to comment.	
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	70%	47%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 47% (2014; 49% 2011 50%) positive response, 31% (2014; 26% 2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2014; 5% 2011 5%) felt they were unable to comment.	
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications	100%	Maori Standing Committee met on 6 occasions. In total 5 resource consent applications were considered, however due to the timing of the meetings 1 was considered outside normal meetings.(Year ended 30 June 2016)	

2.1 Local Government Commission

The Local Government Commission released their "Final Proposal For A Wairarapa District Council" on 18 July.

A valid petition has been received and a binding poll will be held closing midday 12 December 2017. It will be good to have this matter resolved one way or the other.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

One CE forum was held; topics included NZTA update; "Smart Seeds" (youth challenge); Civil Defence; Regional Trails; and Regional Strategy.

3.1.2. Mayoral Forum

One Mayoral forum was attended. Topics included Radio New Zealand; Local Government Commission; Regional Trails; National Council update, and Civil Defence update.

3.1.3. Rail

I attended a forum on Wairarapa rail services, which included participants from GWRC, the commuter public, Destination Wairarapa; Transdev; Kiwirail, Wairarapa TLA's.

The forum discussed both passenger rail issues and tourism related matters.

3.1.4. Community Boards

A further round of Community Board meetings were held.

4. Corporate

4.1 Financial Statement

The Annual Report is coming together; the statutory deadline for completion is 31 October.

A draft will be available around 22 September.

The audit team, usually at least four members, will be onsite 25 Sept to 6 October.

4.2 Occupational Health and Safety

We continue to make good progress on health and safety matters. No matters were reported during the period. A tabled update will be provided.

4.3 Waihinga Centre/Martinborough Town Hall

The project continues as planned, completion as previously advised will be somewhere around May next year.

Fortnightly construction team meetings continue to be held, ensuring the project is monitored closely. The construction team includes Mayor Napier,

Vicky Read (Waihinga Trust / users rep), Max Stevens (Waihinga Trust / user rep), David Borman (SWDC project Manager), Mike Arnopp (Riggs) and I. The pleasing aspect of this group is we are all working toward a common goal, having an excellent facility for the best price.

The financial summary, attached as Appendix 1, is reviewed by the construction committee and also presented and discussed at the audit and risk meeting. This summary includes variations to the original programme, variations are approved at the construction team meetings.

Mayor Napier and I met with our project manager, David Borman, to discuss potential saving opportunities, with floor coverings; light fittings; plumbing fittings; joinery; and concrete seen as opportunities. These savings will not be able to be quantified until product selection and final joinery design has taken place.

It is pleasing to note that Pain & Kershaw will be supplying most of the standard construction material, "buy local".

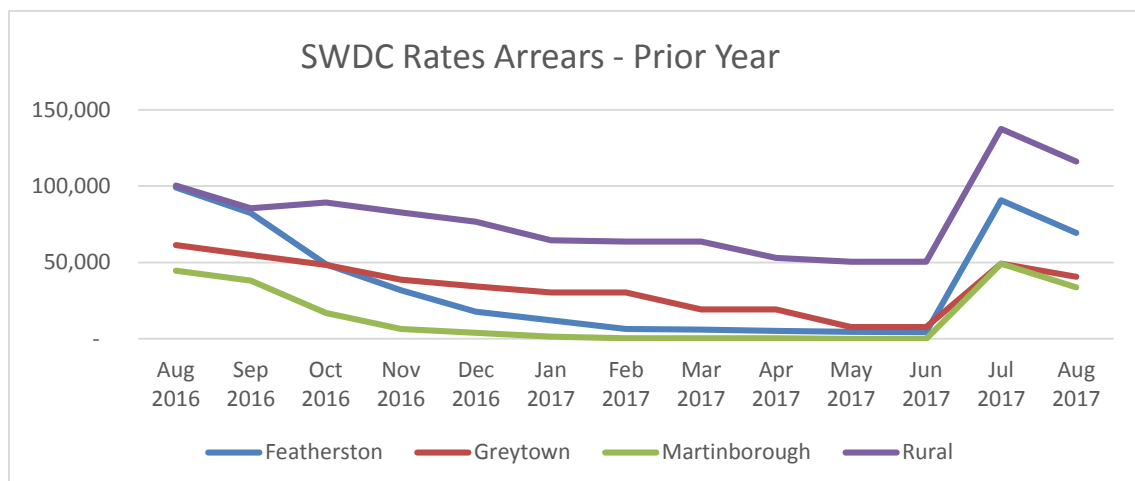
The project is progressing well, and there are no red or even orange flags at this stage.

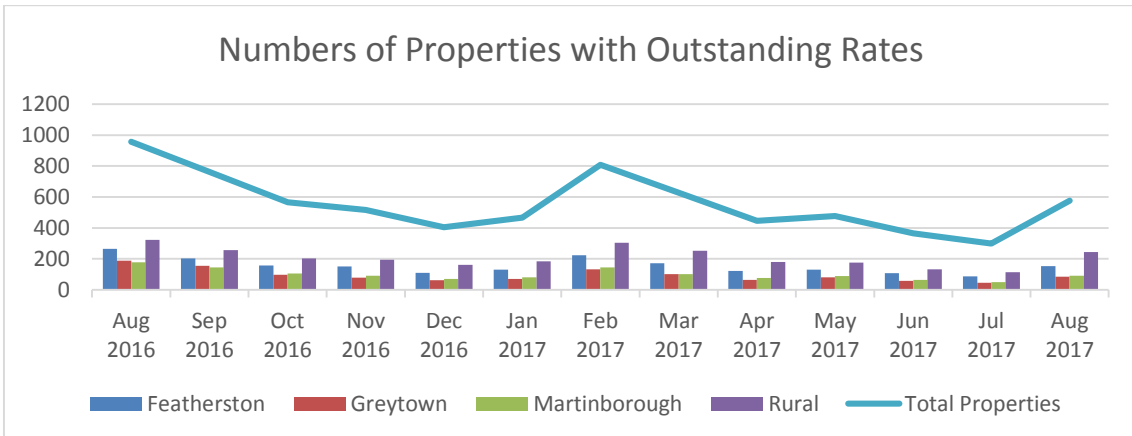
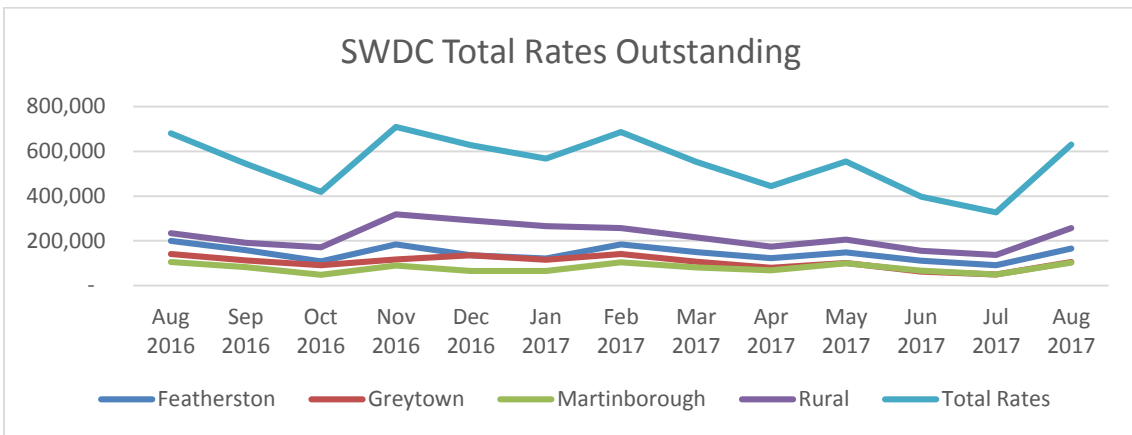
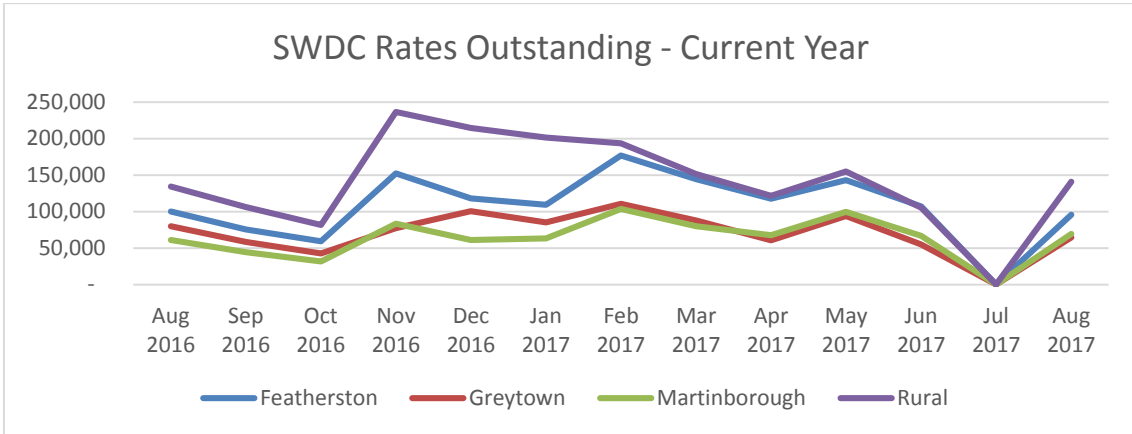
4.4 Rates Arrears (Incl. GST)

The continued good work on the rates debt front shows in the trends. As previously discussed, these trends are very sensitive and can change, however our consistent approach appears to be paying dividends.

Total rates outstanding is slightly down on the same period last year.

Arrears jumped on 1 July, this is due to the "current year" outstanding as at 30 June 2017 changing to "arrears" on 1 July 2017. Current year outstanding dropped to nil as at 1 July 2017 for the same reason.





4.5 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
8 August 17	Documents relating to management of select segments of the population in emergencies e.g. homeless, assisted living, social housing etc.	WREMO to advise
8 August 17	Details of local associations.	Information that is held by council provided.
30 August 17	Details of consents for neighbours shed.	

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

5. Appendices

Appendix 1 – Waihinga Centre Financial Summary

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Waihinga Centre Financial Summary

SWDC
Waiinga Centre
Project forecast - Actuals to July 2017

Per Council decision 18.1.2017

\$ 5,132,010

	Budget	Invoiced to 31.7.2017	Invoices to come	Forecast spend
Made up as follows:				
Rigg Zschokke Construction Contract	4,223,709	415,164	3,808,545	4,223,709
Rigg Zschokke Agreed Variations*		34,383	13,500	47,883
		<u>449,547</u>	<u>3,822,045</u>	<u>4,271,592</u>
Professional fees (design team) to Jan-17	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		<u>509,459</u>	<u>-</u>	<u>509,459</u>
Other fees to Jan-17 (including SGL, QS)	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	<u>-</u>	<u>268,343</u>
Architect & Engineer construction monitoring	80,000			
Holmes Consulting - Construction Monitoring		26,446	21,054	
Warren and Mahoney - Site Monitoring		18,483	16,517	
Warren and Mahoney - Variations*		11,578		
		<u>56,507</u>	<u>37,570</u>	<u>94,078</u>
Development & Design Variations**		69,504	7,530	77,034
QS Services to completion	50,000			
Venture Consulting		5,000	25,000	
Clendon Burns & Park		13,438	3,562	
		<u>18,438</u>	<u>28,562</u>	<u>47,000</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			136,494
Overall budget	\$ 5,332,010	1,371,797	3,895,707	\$ 5,268,504

***Construction Variations to date:**

	Invoiced to 31.7.2017	Invoices to come	Forecast spend
Rigg Zschokke			
Removal of asbestos	7,310		
Insurance obtained directly		(20,000)	
JLT Insurance	20,108		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room		7,500	
Replace ceiling joists supper room		2,500	
Temporary structural support		9,500	
Concrete under existing foundation		1,000	
Remove plaster and steel support for overlay wall		5,000	
Supper room framing connection to external wall		1,000	
Extend concrete overlay to areas of demolished chimney		3,500	
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
	<u>34,383</u>	<u>13,500</u>	<u>47,883</u>

Warren and Mahoney

Alternative cladding product (Rodeca)	10,678		
Revision re additional toilet	900		11,578

JNL and Other Savings To be confirmed

****Development & Design Variations:**

SGL	5,500		
Engeo Geotech	11,460	1,380	
Holmes Consulting - Design & Fire	8,475		
HVAC Design	2,515	6,150	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	36,554		
	<u>69,504</u>	<u>7,530</u>	<u>77,034</u>

Net cost/(savings) from Variations:

136,494

PLANNING AND ENVIRONMENT GROUP REPORT

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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	75%	92%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have been working with the 3 Councils to establish which data is recorded and how it is stored so as to enable effective reporting against AER's in WCDP. A draft monitoring strategy has been completed and comments passed back to the consultants undertaking the work.

Work on the plan change to update the schedule of protected trees contained in the WCDP for south Wairarapa has progressed. The review of scheduled trees on the ground will commence early October and take approximately 2 weeks.

A draft Section 32 analysis to support the legal change process has been prepared. It is expected that formal documentation to commence the plan change will be available for the December meeting of Council.

The development of a structure plan and associated plan change for the Future development Area (FDA) in Greytown is now well advanced, but was unable to be completed for presentation to Council for this meeting. The complexity in terms of design, consultation with landowners, costings and financing (forming the development contributions framework) has meant it had to be deferred to the October meeting.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	100%	30/30 RCA's completed within statutory timeframe. NCS.
s.223 certificates issued within 10 working days	100%	83%	10/12 s223's completed within statutory time frame. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	100%	8/8 s224's completed within Councils timeframes. NCS.

Council received 33 resource consent applications between 1 July and 31 August 2017. Numbers continue to run at historic highs about 38 -44% above prior long term averages (100 versus 138-144 per annum).

With 50% of resource consents being for subdivisions, workloads for the planning team are being further compounded, as these require 2 further significant processes to be followed; S.223 and S.224 Certificates. Lastly staff have been working on 3 large and technically complex subdivisions which have added pressure due to the level of detail to be dealt with.

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

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	Yes	0	It is not anticipated that any updates will be undertaken this year as the RMP's are current and appropriate

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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMS
Non-urgent LIMs are processed within 10 days	100%	100%	G:\LIMS

LIMS have reduced in number so far this year, although the "busy" season is yet to arrive (spring through summer – house sales accelerate through this period so demand for LIMs traditionally increases).

The need to take proper care with the issuing of these important legal documents has been reinforced by issues that have arisen in recent times.

Council has had situations where "potential claims" have been made to Council by a party that wrong information has been provided or that Council has not fully disclosed an issue with land that it held information on. While these have not been proven they are a timely reminder to staff involved in processing LIMs that accurate and full disclosure of information is required in every instance.

In consequence, staff have reviewed Councils information systems to try to close any potential "holes" (knowledge held but not known) and to ensure that the right information is stored at the right time and is then readily available to officers providing inputs to LIMS.

In addition staff have been working on new ways to display existing and previously inaccessible data (e.g. land contours on the GIS) to provide alerts that a risk may exist (such as ephemeral watercourses). Procedures around other forms of regulatory processes (e.g. resource consents for subdivisions) are also being reviewed to provide more certainty to buyers

that the land is suitable for living on (i.e. has a certified building platform for a dwelling).

TYPE	YTD 1 JULY 2017 TO 31 AUGUST 2017	PREVIOUS YTD 1 JULY 2017 TO 31 AUGUST 2017	PERIOD 1 AUGUST 2017 TO 31 ST AUGUST 2017	PREVIOUS PERIOD 1 ST AUGUST 2016 TO 31 ST AUGUST 2016
Standard LIMs (Processed within 10 working days)	26	36	11	20
Urgent LIMs (Processed within 5 working days)	10	13	4	8
Totals	36	49	15	28

2. Public Protection

2.1 Building Act - Consents and Enforcement

SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	97.36%	NCS – Continued monitoring of processing days. 74 of 76 CCC's were issued within statutory WD. NCS status error caused incorrect report data.
Building consent applications are processed within 20 working days	100%	100%	NCS – Continued monitoring of processing days. 91 of 91 consents were issued within statutory WD.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next IANZ review set for January 2018. Council was re-accredited in January 2016.
Council inspects new building works to ensure compliance with the BC issued for the work, BWOF's and Swimming Pools	Yes	Yes	Council is inspecting all work to insure compliance with building consents. BWOF's – Total 169 - Required 3 audits a month. 3 audited in August - 100%. Swimming Pools – Total 279 - Required 8 audits a month. 6 audited in August - 75%. More time will be allocated to BWOF's and Swimming Pools in the next month to bring numbers processed into line with the long term work programme.
Earthquake prone buildings reports received	90%	64.62 %	Previous figures from the old legislation: 148 of 229 known premises have been addressed. No longer relevant (see discussion below).

Under the new EQP Buildings (EQPB's) legislation, Council are still required to identify potential Earthquake Prone Buildings (EQP). There is however a new methodology which may change the total number of potential EQPB's in the district.

Staff are in the process of reassessing currently registered buildings. This may exclude buildings previously thought of as EQPB's. Staff are 60% through that process and are hoping to have it completed within the next 4-6 weeks.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	7	1,010,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	3	128,514
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	63	10,059,226
Other (public facilities - schools, toilets, halls, swimming pools)	5	157,004
Totals	78	11,354,744

Within the building team, basic work flows continue to be high. In addition, taking on the new functions around swimming pool compliance, Building Warrants of Fitness (BWOFF) and Earthquake Prone Buildings, has placed considerable pressure on staff in terms of setting up the new systems required and beginning the compliance / inspection processes required.

Lastly the upcoming accreditation review is beginning to impact due to the changed regulations now applied to this process. The new regulations have dramatically increased the costs of preparing for the next accreditation review as many of our current processes (contained in the Building Consent Authorities Quality Management System) are having to be modified to meet the new accreditation standards. Because of this we have engaged an external QMS consultant (Mr John Tait) to assist with the required changes.

2.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 13/13
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	100%	No attacks on people or stock however 2 attacks on pets were reported during this period

INCIDENTS REPORTED 1 JULY 17 – 31 AUG 17	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	1	1	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking and whining	3	-	2
Lost Dogs	4	-	2
Found Dogs	2	-	2
Rushing Aggressive	1	-	2

INCIDENTS REPORTED 1 JULY 17 – 31 AUG 17	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Wandering	17	-	5
Welfare	-	-	-
Fouling	-	-	-
Total	26	1	11

2.3 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 2 incidents
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 1 incident

INCIDENTS REPORTED	TOTAL
Stock	3

2.4 Resource Management Act – afterhours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	100%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2017 TO 31 AUGUST 2017	PREVIOUS YTD 1 JULY 2016 TO 31 AUGUST 2016	PERIOD 1 JULY 2017 TO 31 AUGUST 2017	PREVIOUS PERIOD 1 JULY 2016 TO 31 AUGUST 2016
Total	10	16	10	16

Note : YTD and Period data are the same as there is only 1 reporting period.

2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	100%	All premises inspected at new or renewal application.
Compliance activities are undertaken generally in accord with the Combined Licensing Enforcement Agencies agreement.	100%	100%	The CLEG is yet to meet this year to agree the programme.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2017 TO 31 AUGUST 2017	PREVIOUS YTD 1 JULY 2016 TO 31 AUGUST 2016	PERIOD 1 JULY 2017 TO 31 AUGUST 2017	PREVIOUS PERIOD 1 JULY 2016 TO 31 AUGUST 2016
On Licence	2	3	2	3
Off Licence	1	6	1	6
Club Licence	0	3	0	3
Manager's Certificate	21	25	21	25
Special Licence	7	6	7	6
Temporary Authority	0	0	0	0
Total	31	43	31	43

Note : YTD and Period data are the same as there is only 1 reporting period to date.

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	NCS data
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data

2.7 Bylaws

From 1 July to 31 August 2017, 4 notices were sent out relating to trees and hedges, 1 complaint relating to litter, and 3 abandoned vehicle complaints.

Contact Officer: Murray Buchanan, Group Manager, Planning and Environment

INFRASTRUCTURE AND SERVICES

1. Group Manager highlights

In this report there are several appendices attached for the councillor's information. These are to highlight the information available and show the councillors some of the progress and pathways for some of the groups and committees worked with.

The Transport advisory group workshop on the second phase of the regional land transport plan was held with the land transport plan now submitted to NZTA for approval. This will be moderated as the process continues.

Along with this the Roads Asset Management Plans are under review and council has also completed its strategic Business case and Program Business Case for the continued funding. Attention to the continued funding of the Cape Palliser Road is critical in this.

Because of GW's concerns regarding the altered flood levels at the Waihenga Bridge and Jenkins Dip due to aggradation of the river bed and surrounding flood plain, a review the Waihenga Bridge Protocols regarding the closure of SH53 was held. The main point of discussion were.

- The levels at which overflow is discharged into Jenkins Dip;
- Any restrictions on the Jenkins Dip Bridge;
- The levels at which SH53 is to be closed and reopened;
- Protocols around closing and reopening SH53.
- Communications

The proposed Advisory Group for the "Wairarapa Combined Regional Trails" The Regional Trails Framework seeks to enhance and improve the regional network for the benefit of local users as well as recognising the potential economic benefits from a tourism perspective and in helping attract skilled workers into the region. Also the Wairarapa Road Safety Council met and discussed the various road safety initiatives and issues. Cycling was one of those issues raised and in combination with the dissuasion at the Martinborough Community Board and with Mark Owen from NZTA, cycling in the future will be an area to be reviewed. The reports are attached.

The NZ Transport Agency is planning to upgrade all State Highway lighting in the Greater Wellington region to LEDs and the 3 Wairarapa councils are doing the same. As discussed with the MCB lighting options will need to be reviewed outside the standard fittings should there be changed needed. This is a major project and will require coordination across several areas but a great saving for the area and an example of the efficiencies of working regionally.

The new Professional Services contract for Roding is being let and will be evaluated in the next week and the waste contract is still under evaluation. The Greytown irrigation project has been let and work on the development of the irrigation plans for the site is underway.

The new engineering officer has been appointed and will start in 3 weeks and with the workload in annual reporting and compliance as well as implementation of projects he is anticipated to be busy from the onset.

2. Water supply

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

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JULY	YTD	JULY	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		605		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		98%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%		98%		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.76 per1000 (3 complaint)	0.76 per1000 (3 complaint)	0	3
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.51 per1000 (2 complaint)	0.51 per1000 (2 complaint)	0	2
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(5/6) 83%	-	6	6
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(5/6) 83%	-	6	6
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	(14/18) (78%)	-	18	18
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	(15/18) 83%	-	18	18
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%		20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		38.5%		

2.2 Water supply capital improvements

2.2.1. Featherston water supply

Stage 2, the treatment improvement works and commissioning have been completed. To date the plant has been operating reliably, supplying Featherston. Ministry of Health (MoH) officers have visited the site to observe the operation and completion of the project. The balance of the subsidy available will be claimed. Total project costs are confirmed at \$1,555,283 compared with the 2013 project estimate of \$1,064,720. Unanticipated consultancy costs and time related escalation were the main contributors to this cost overrun. The subsidy approved for this project was \$666,700 of which \$228,000 remains to be collected.

2.2.2. Water reticulation renewal

Preparatory work for Stage 3 of the renewal contract from the railway line to the plant is now underway.

2.3 Water treatment plants

The Waiohine and Martinborough plants operated routinely over the period with some replacement of monitoring equipment.

The extended Waiohine water treatment plant has now been commissioned and is in service for Featherston communities. Greytown was supplied from Greytown Bore while a contractor stabilised Bore 1 at Woodside which had deteriorated since construction.

2.4 Water reticulation

There were 11 reticulation repairs reported and rectified during the period.

2.5 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory flows. There were 2 accounts for blockage clearing or no water flow for the Moroa network. None were reported for the Longwood network over the period.

3. Waste water

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

3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JULY	YTD	JULY	YTD
Number of blockages per 1000 connections	<10	6	1.46 per1000 (6 complaint)	6	6
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	0.97	0.97 per 1000 connections (4 overflow)	0.97 per 1000 connections (4 overflow)
Attendance time: from notification to arrival on site	< 1 Hr	6/9 (67%)	6/9 (67%)	9	9
Resolution time: from notification to resolution of fault	< 4 Hrs	7/9 (78%)	7/9 (78%)	9	9
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0	0	0	0
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.73per 1000 (3 complaint)	0.73per 1000 (3 complaint)	3	3
No. of complaints per 1000 connections received about sewage system blockages	< 15	1.46per 1000 (6 complaint)	1.46per 1000 (6 complaint)	6	6
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	7/9 78%	-	7/9 (78%)	78% (7/9)

3.2 Waste water treatment plants

3.2.1. Capital and consents

Featherston waste water consent application

The consent application was lodged on 28 February 2017. Greater Wellington Regional Council (GWRC) has responded on the 19 April with an s92 request for information, which the council replied to at the start of June.

Further clarification around a range of matters has been sought with additional field data (in stream) now being collected to consolidate Councils application case. It is not known when the application will be publicly notified. There has been discussions with GWRC Council officers with

further discussions expected in the near future to determine the way forward to public notification.

Staged improvements at Martinborough and Greytown WWTPs

Improvement works at the Martinborough site continue with completion of the earthworks phase and the plant building construction to commence in the near future. The procurement of the Stage 1B improvements for the Greytown WWTP has reached a conclusive stage with the successful provider being WaterForce Ltd. Initial estimated cost to be around \$2.5M. Matters around programming, contractual, design and cost finalisation are under discussion with site establishment expected in the near future when ground conditions are more favourable. The sludge bioremediation programme is now underway.

3.2.2. Operational

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

Martinborough had an equipment failure during the heavy rain event on 14 July. The consent was breached due to the high level in the ponds exceeding capacity causing an overflow without UV disinfection. Normal operation would need an operator to remove a mechanical plug, however this failed, so the overflow occurred without operator intervention. Greater Wellington Regional Council (GWRC) were notified and an improved system is being developed.

3.2.3. Wastewater reticulation

There were 4 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 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatement notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

5. Solid waste management

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

5.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Increase of 11% compared to May 2016	Current average month increased 26% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

5.2 Waste management

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

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

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

6. Land transport

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

6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JULY	YTD	JULY	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	80%			NRB Survey:	73%
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	70%			NRB Survey:	63%
Availability of footpaths on at least one side of the road down the whole street	88%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	38/50 (76%)	38/50 (76%)	50	50
Meet annual plan footpath targets	Yes				

6.2 Roading maintenance – Fulton Hogan

Works for August consisted of mainly clean up and resilience works following the 13 July rain event. The Cape Palliser area experienced further heavy rains causing slips and culvert blockages.

Slips and culvert works have been carried out in the White Rock and Tora areas, these areas have now been fully reinstated.

Chemical control of noxious plants has been carried out on various roads along with spraying around signs, bridge ends and guardrails.

High cutting of encroaching vegetation has been completed along Western Lake, Haurangi and Longbush Roads.

Road settlement has continued to occur on White Rock Road (Ushers Hill) and Te Awaiti Road (Gluepot).

Fulton Hogan have had issues regarding the control of unsealed road potholes and have committed to ongoing monitoring and reduction of ratepayer feedback.

Preseal repairs have commenced on this year's reseal sites with completion of repairs expected by end of October 2017.

6.3 Other activity

Whittaker Contracting are progressing on the bridge maintenance contract with works carried out on a number of bridges on Western Lake Road.

Investigation and design is being carried out on this year's sealed road rehabilitation sites. It is expected that tenders will be advertised before end of September.

7. Amenities

The Amenities team is responsible for the management of council's parks, reserves and other amenities. The team looks after 12 parks, 31 reserves, 41 buildings, five sports facilities, four cemeteries, seven public toilets and 22 other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and also for the management of the libraries.

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

7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%			NRB Survey:	94%
Ratepayers and residents are satisfied with Council playgrounds	80%			NRB Survey:	82%
Council playground equipment that meets national standards	100%				
Council pools comply with NZ swimming pool water testing standards	100%				
Ratepayers and residents satisfaction with Council swimming pools	67%				
Occupancy of pensioner housing	94%			Actual:	99.8%
Ratepayers and residents satisfied with town halls	76%			NRB Survey:	74%
Cycle strategy	Developed				
Ratepayers and residents satisfied with public toilet facilities	90%			NRB Survey:	85%
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library				
% of ratepayers and residents satisfied with libraries	90%			NRB Survey:	91%

7.2 Parks and Reserves

The parks and reserves are getting a pre-summer spruce-up ahead of the anticipated spring growth – once that hits, the team will be too busy mowing to do much else. There are still some things which can't be done because the ground is so saturated with water – for example we can top-up graves but can't sow new grass seed just yet.

7.2.1. Featherston

Planning is underway for the removal of the hedge on Underhill Road beside the Card Reserve artificial surface. This was approved by council in the 2017/18 Annual Plan. The Card Reserve Artificial Surface Trust are planning to replace the turf in October, so the intention is to get the trees out of the way first.

7.2.2. Greytown

The Titoki trees at the Greytown dog park have now been replaced with new plants after the original trees died.

7.2.3. Martinborough

Considine and Centennial parks have had a good tidy up, with all the garden beds re-mulched.

7.3 Playgrounds

The annual playground inspections and audits have been booked to take place within the next month.

7.4 Community housing

The Cicely Martin flats in Martinborough are scheduled for their six-monthly flat inspections on Wednesday, 20 September 2017. The Burling and Matthews flats in Featherston are due for inspection in early October.

7.5 Cemeteries

The services sections at the cemeteries have been inspected by RSA representatives and some remedial works have been identified. Work like the water-blasting of concrete beams, concrete repair and grave topping-up will be done by council contractors, but volunteers will be sought for the work of removing moss and lichen from headstones and plaques. Work has already started at Martinborough cemetery, and Greytown and Featherston will be scheduled shortly.

7.5.1. Purchases of burial plots/niches 27 July to 6 September 2017

	Greytown	Featherston	Martinborough
Niche		1	
In-ground ashes Beam		1	
Burial plot		3	1
Total			

7.4.2 Ashes interments/burials 27 July to 6 September 2017

	Greytown	Featherston	Martinborough
Burial			1
Ashes in-ground	1	1	
Ashes wall			
Total			

7.6 Pools

Pre-season work is being scheduled for the pools, and the season dates have now been set. The pools will open on Saturday 2 December 2017 and the season will end on Sunday 18 March 2018. We are hoping for better weather this summer than last, so that people can take advantage of free swimming.

7.7 Property

7.7.1. Martinborough

Martinborough Museum has had its Heritage Trail Building sign updated and replaced. The old sign had faded into illegibility, and the opportunity was taken to correct the text when the sign was updated. The actual Heritage Trail signs are no longer being made, so the new text was put on the reverse of the old sign, and what was left of the old text is now on the back – possibly creating an interesting puzzle for local historians if the sign is ever removed from the building in future.



7.8 Events

7.8.1. Featherston

Completed events:

Mini Fell Train Carnival held Saturday, 2 September 2017 – ANZAC hall complex and Clifford Square, Featherston



Future events:

Modern Maori Quartet being held Thursday, 28 September 2017 – ANZAC hall, Featherston



NZ Trio: Exotica and Tapas (part of Kokomai Creative Festival) being held Saturday, 14 October 2017 – ANZAC hall, Featherston



The Wine Project & Tell Me My Name (part of Kokomai Creative Festival) being held Saturday, 21 October 2017 – ANZAC hall, Featherston



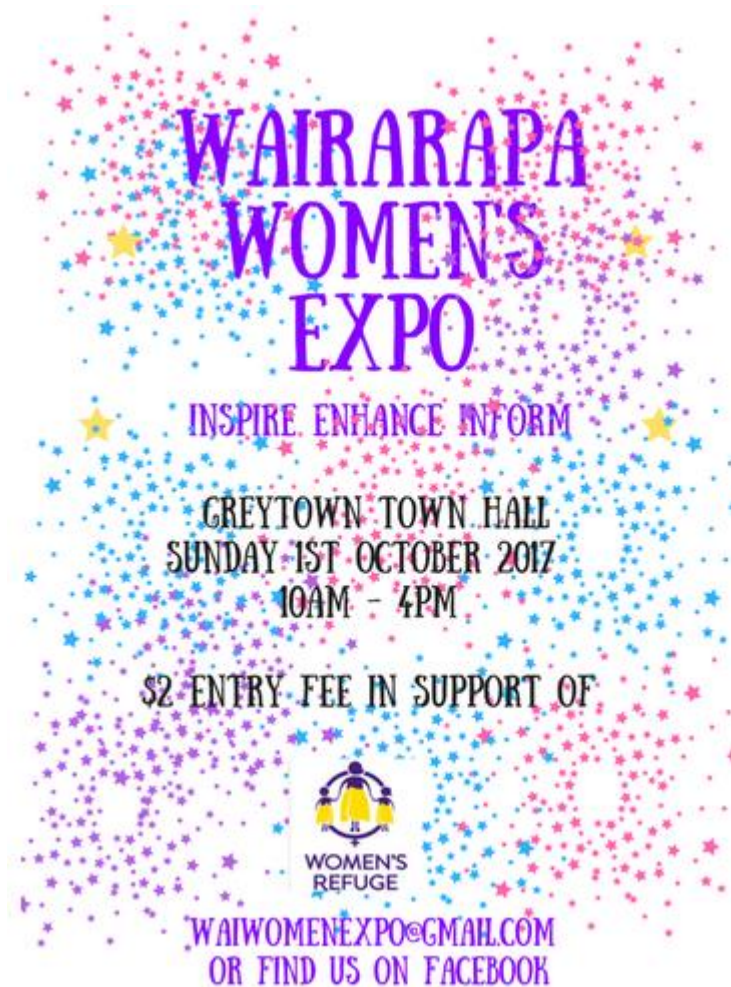
Featherston Christmas Parade being held Saturday, 9 December 2017 – Revans, Fitzherbert & Lyon Streets, Featherston

7.8.2. Greytown

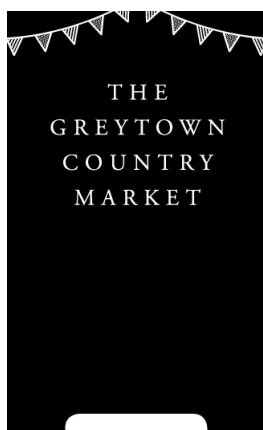
Completed events: Nil

Future events:

Wairarapa Women's Expo being held Sunday, 1 October 2017 – Greytown Town Centre, Greytown



The Greytown Country Market being held every third Sunday of the month starting from Sunday, 15 October 2017 through to Sunday, 18 March 2018 – Stella Bull Park, Greytown



7.8.3. Martinborough

Completed events: Nil

Future events:

Toast Martinborough being held Sunday 19 November 2017



Cruise Martinborough being held between 25-28 January 2018, Saturday, 27 January 2018 – Street Show & Shine around the Martinborough Square



Rotary Martinborough Fair being held on Saturday, 3 February and 3 March 2018

7.9 Libraries

Winter warmers reading programme was successfully run at all the libraries over the July school holidays.

Featherston and Greytown libraries will be hosting advance voting places ahead of the national election later this month. From Monday 11 September to Friday 22 September, electorate staff will be on site to provide information and advice, and of course, to take advance votes. Neither of the libraries will be polling places on election day.

Greytown Library has a short-term intern from the Wairarapa Stars Trust. Robert is working three hours a week, and is enjoying the all-important task of shelving the picture books. They also have a student, Anna, doing her community contribution for Duke of Edinburgh at the library. Staff are taking registrations for the Maths is Fun school holiday programme, which will run from Monday 2 October to Thursday 5 October.



Martinborough library has been running a very competitive after-school chess club, and visitors have enjoyed the latest display theme: hats. They also have a mother who teaches the young Thai children English in the library most afternoons so the library is providing a community space to fill a need. A separate Young Adult area has been created in the library away from the Children's area and around the computers – it is hoped that this will encourage youth to borrow. It is of concern that the opening hours of the library don't allow easy access for youth when the secondary schools are far away and sport is held on Saturday morning. The library was involved in setting up Boomerang Bags in Martinborough and will be contributing to setting them up in Greytown.

The Friends of Martinborough Library has so far raised just over \$3,000 towards specialised furniture and equipment for the children's area in the new library in the Waihinga Centre.

8. Appendices

Appendix 1 Monthly water usage

Appendix 2 Waste exported to Bonny Glen

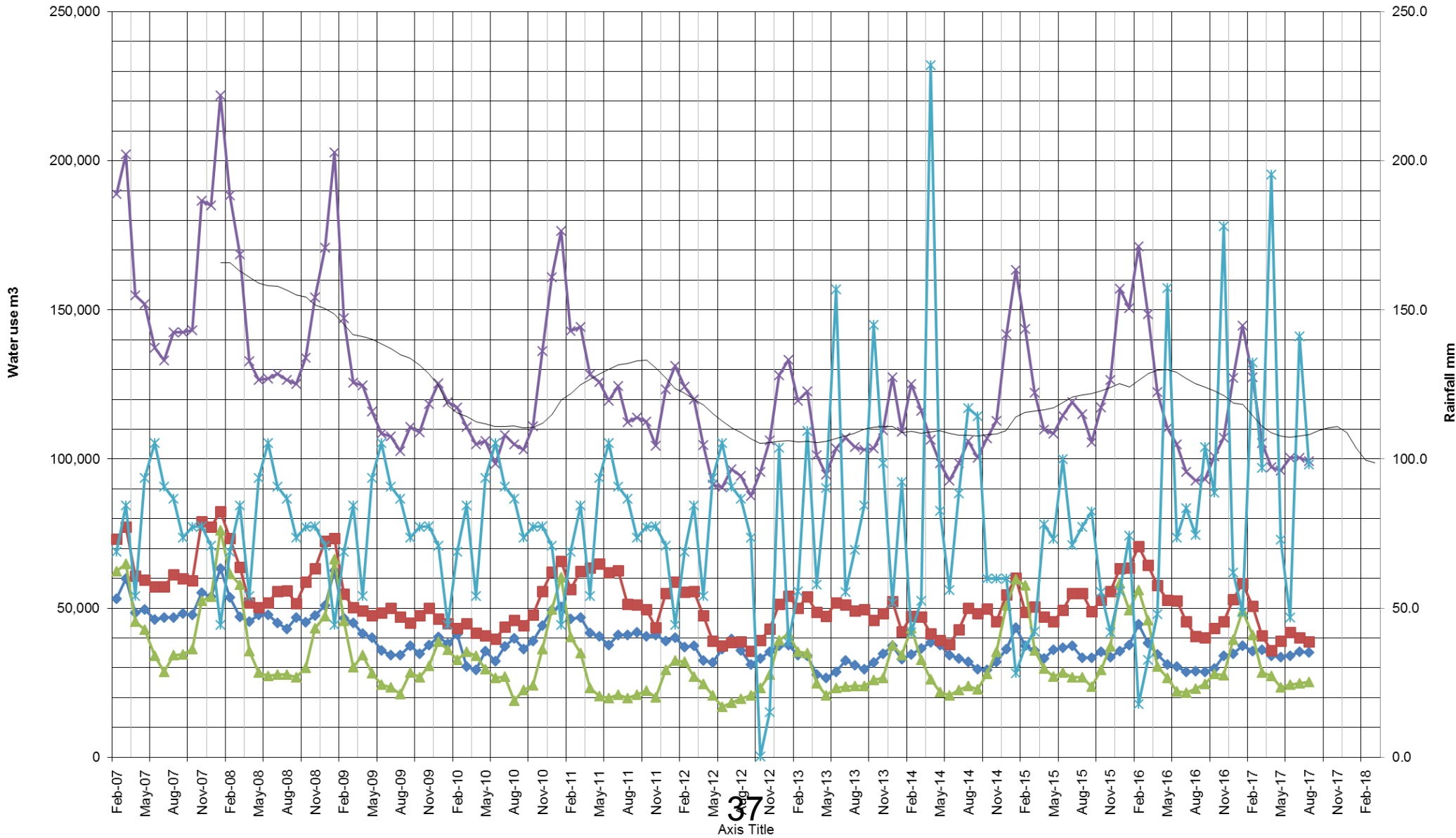
Appendix 3 Library statistics

Appendix 4 CEG sub-committee draft minutes July 2017

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

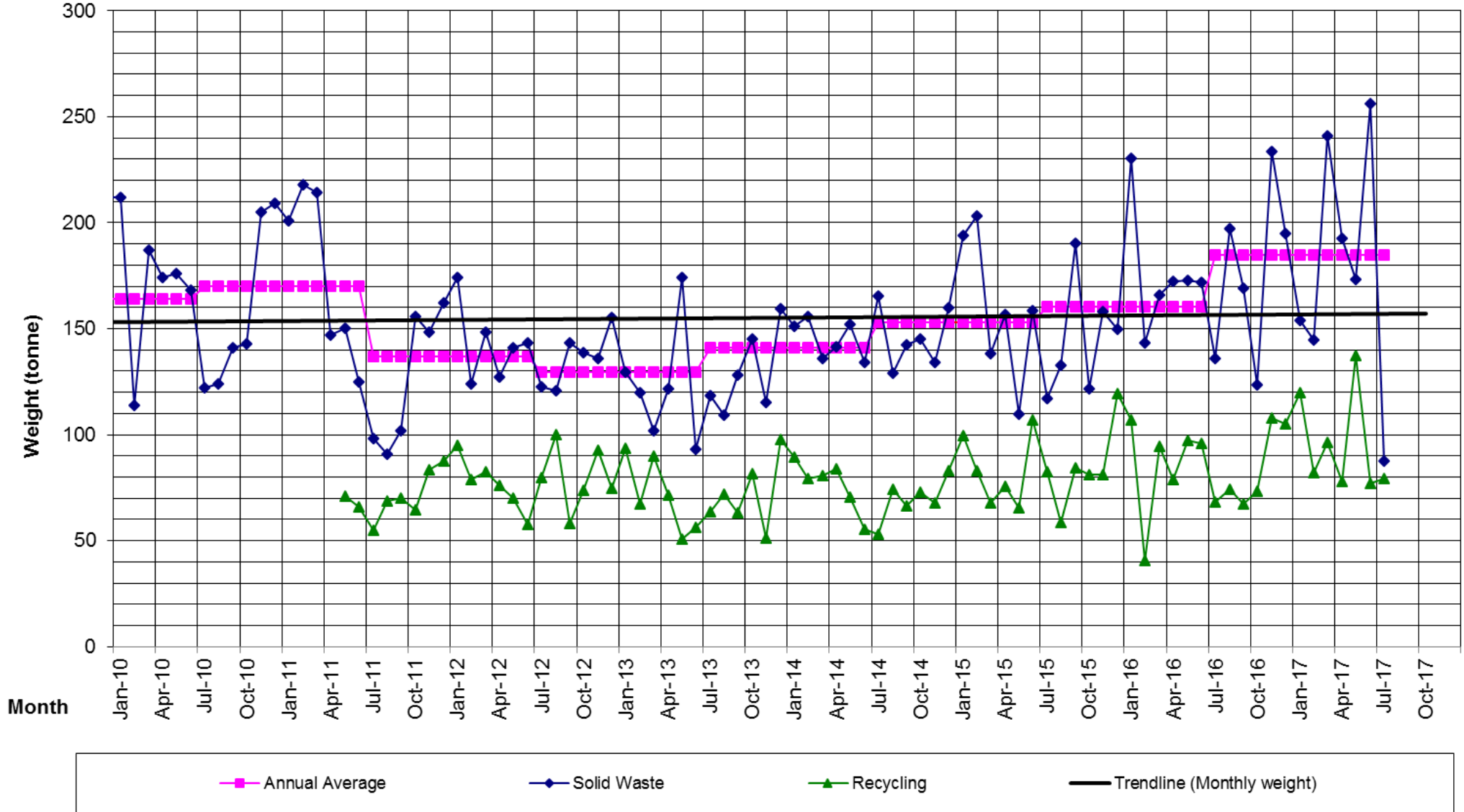
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



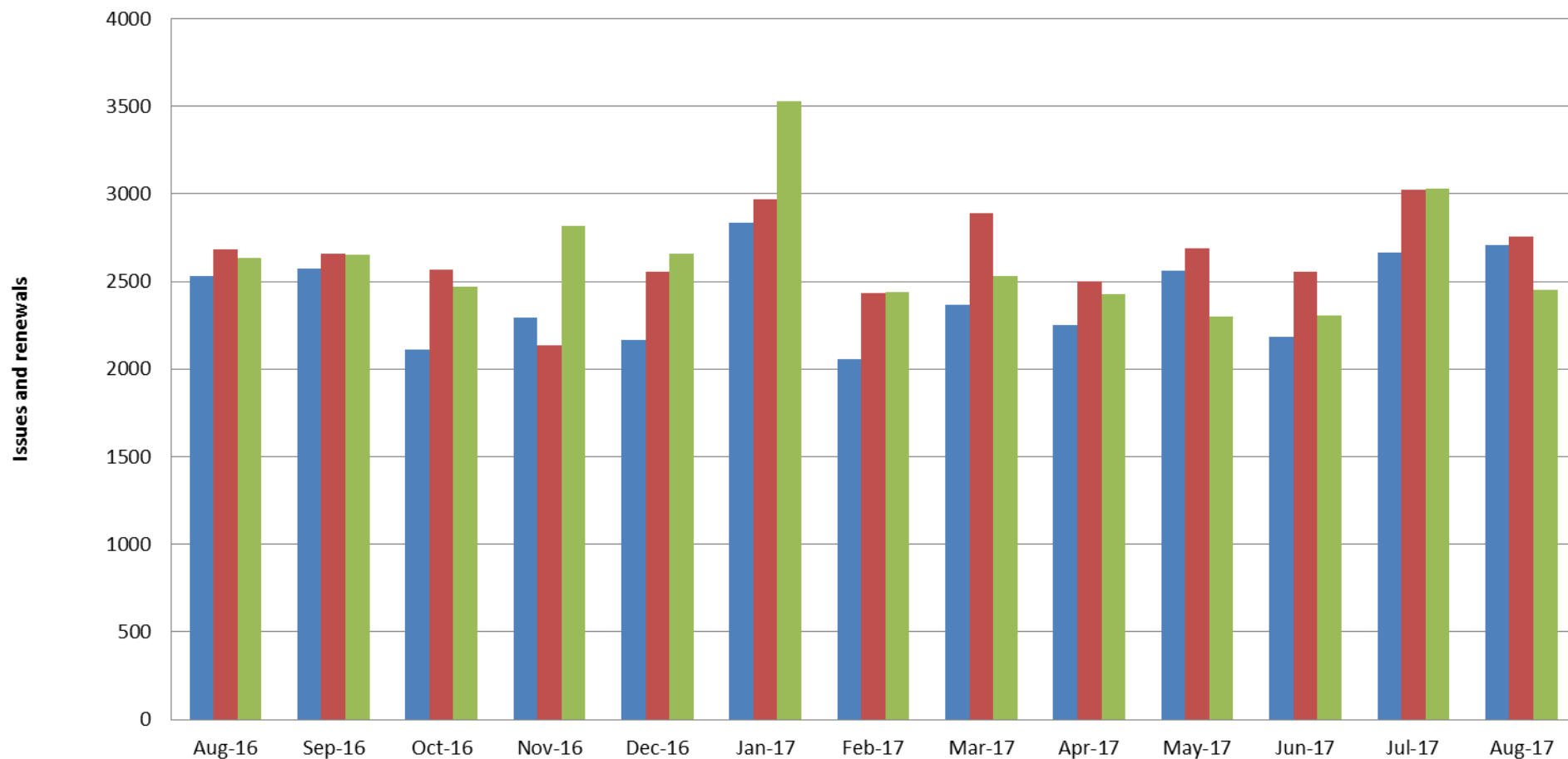
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



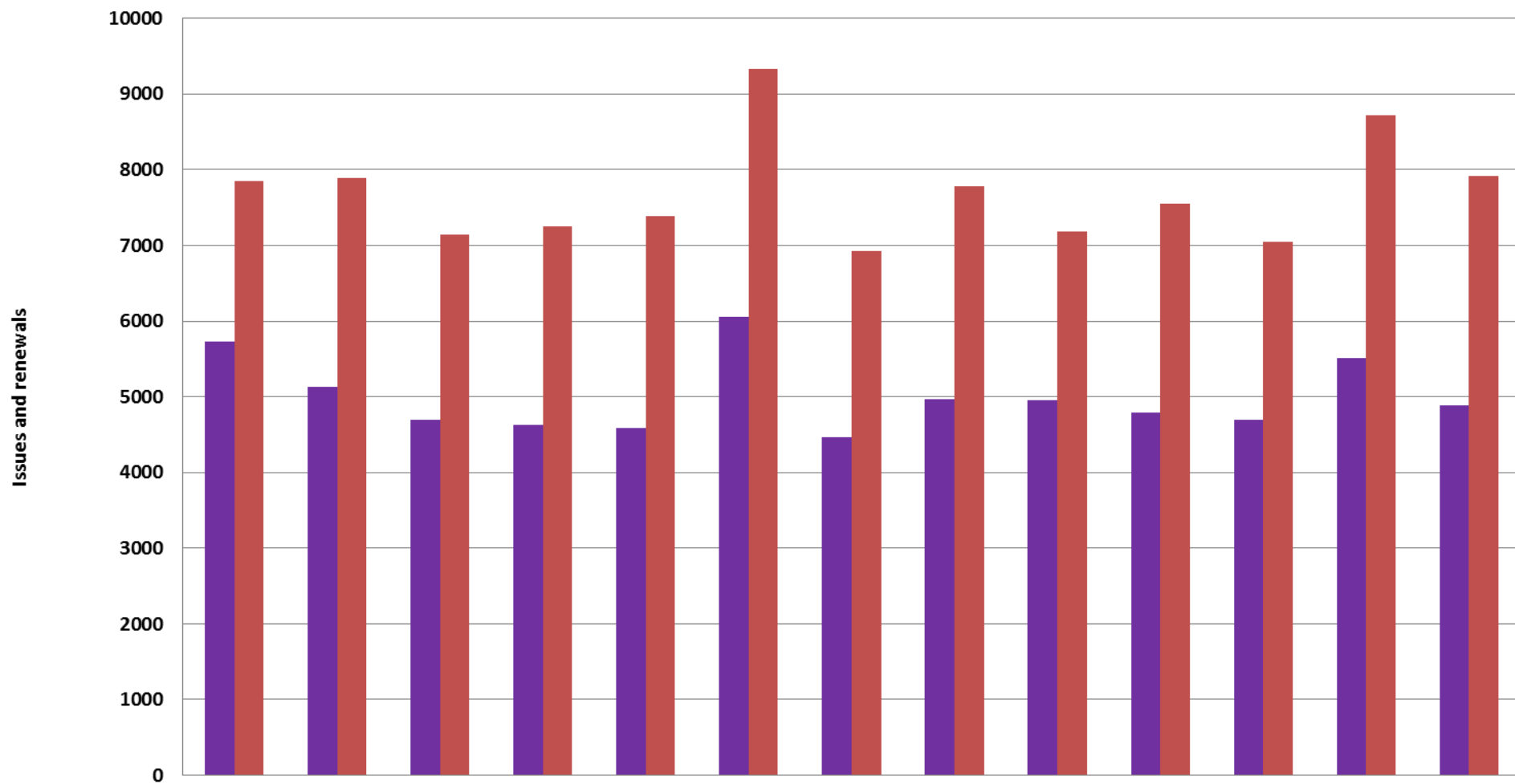
Appendix 3 – Library statistics

South Wairarapa libraries - issues and renewals to August 2017



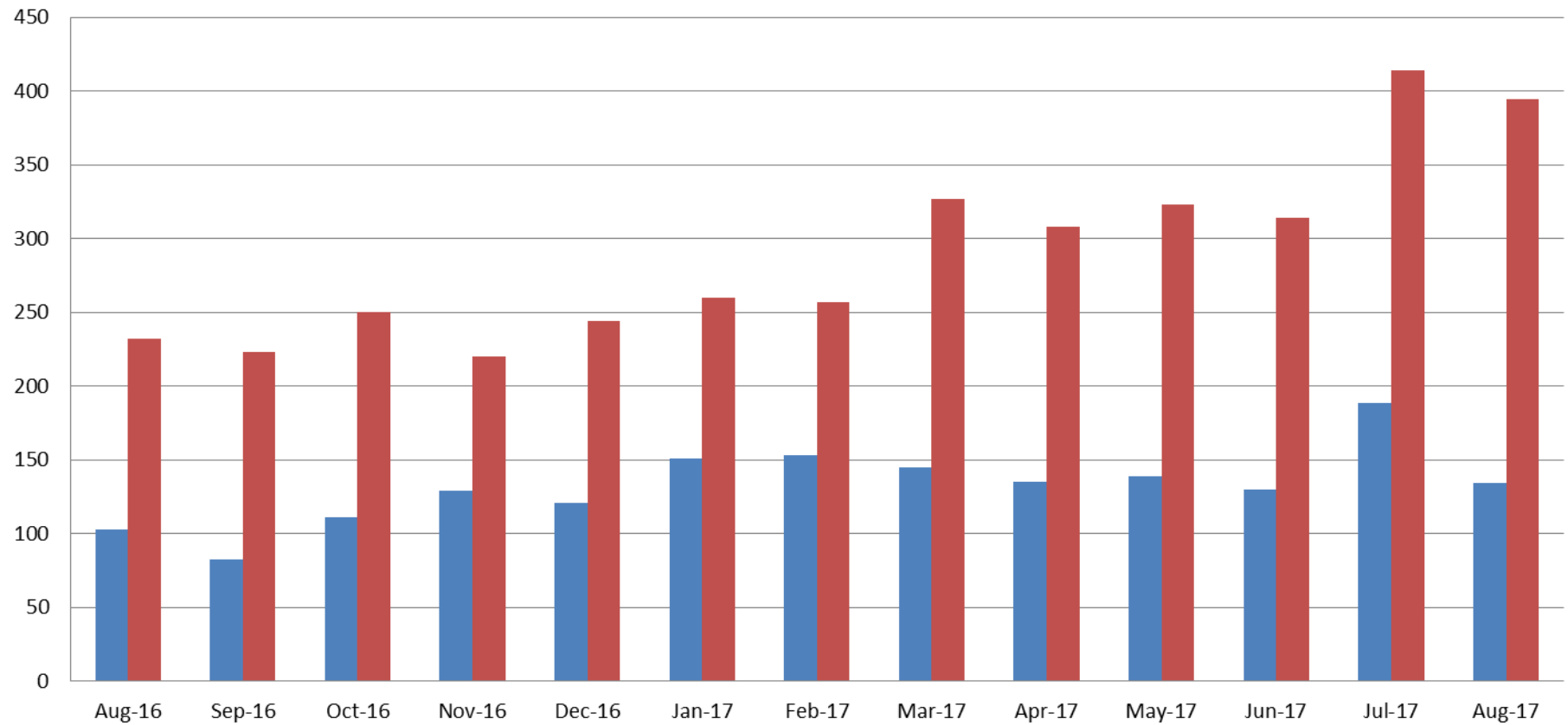
	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17
■ Featherston	2533	2574	2113	2296	2167	2836	2057	2369	2254	2563	2186	2663	2707
■ Greytown	2684	2659	2567	2136	2556	2967	2432	2888	2503	2687	2558	3023	2756
■ Martinborough	2635	2654	2467	2819	2661	3526	2442	2529	2427	2302	2306	3027	2451

Wairarapa Library Service - issues and renewals to August 2017



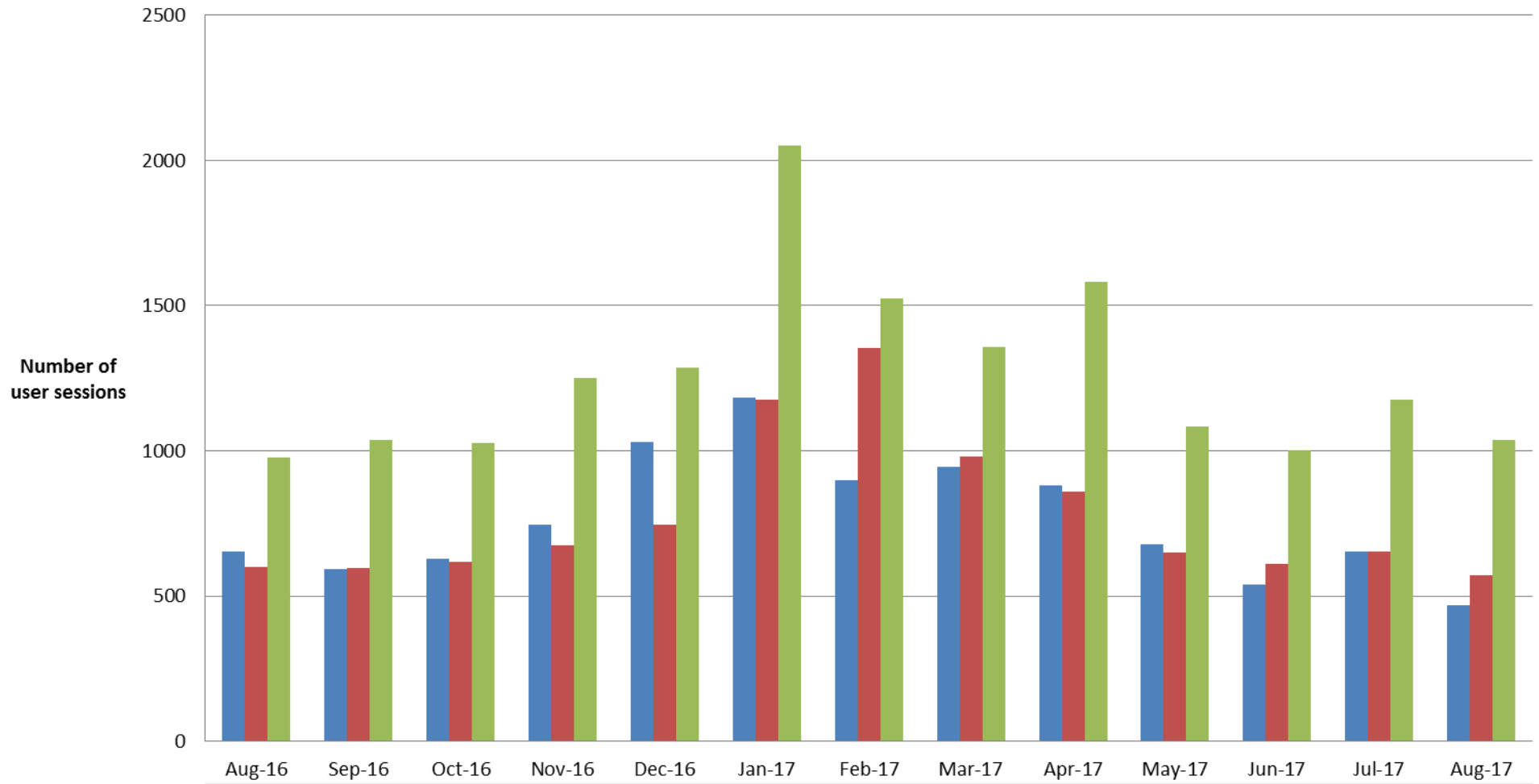
	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17
Carterton	5733	5126	4698	4629	4586	6051	4468	4972	4951	4794	4694	5505	4887
South Wairarapa	7852	7887	7147	7251	7384	9329	6931	7786	7184	7552	7050	8713	7914

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



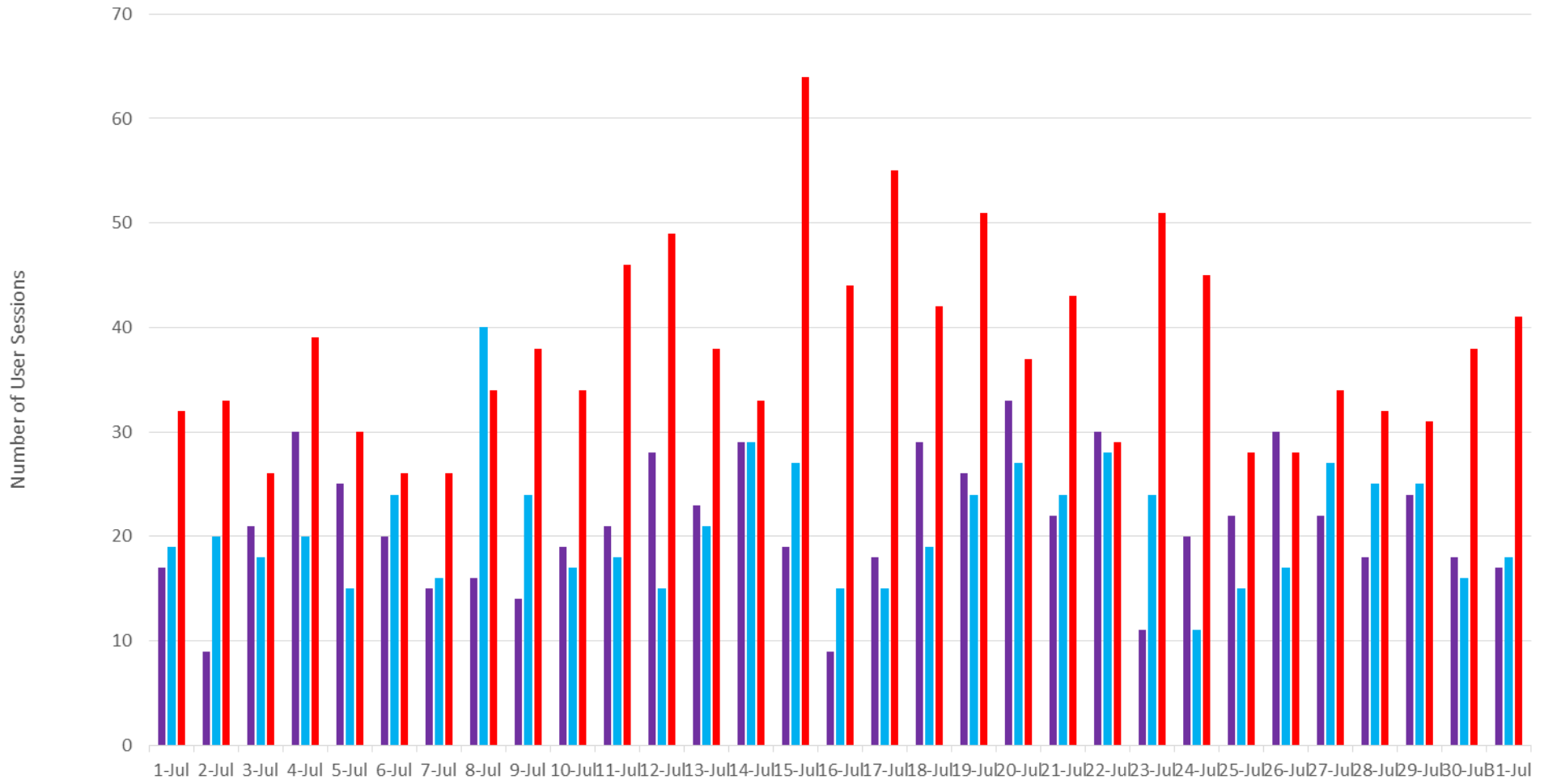
	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17
■ Audiobooks	103	82	111	129	121	151	153	145	135	139	130	188	134
■ Ebooks	232	223	250	220	244	260	257	327	308	323	314	414	394

APNK Wi-fi user sessions to August 2017



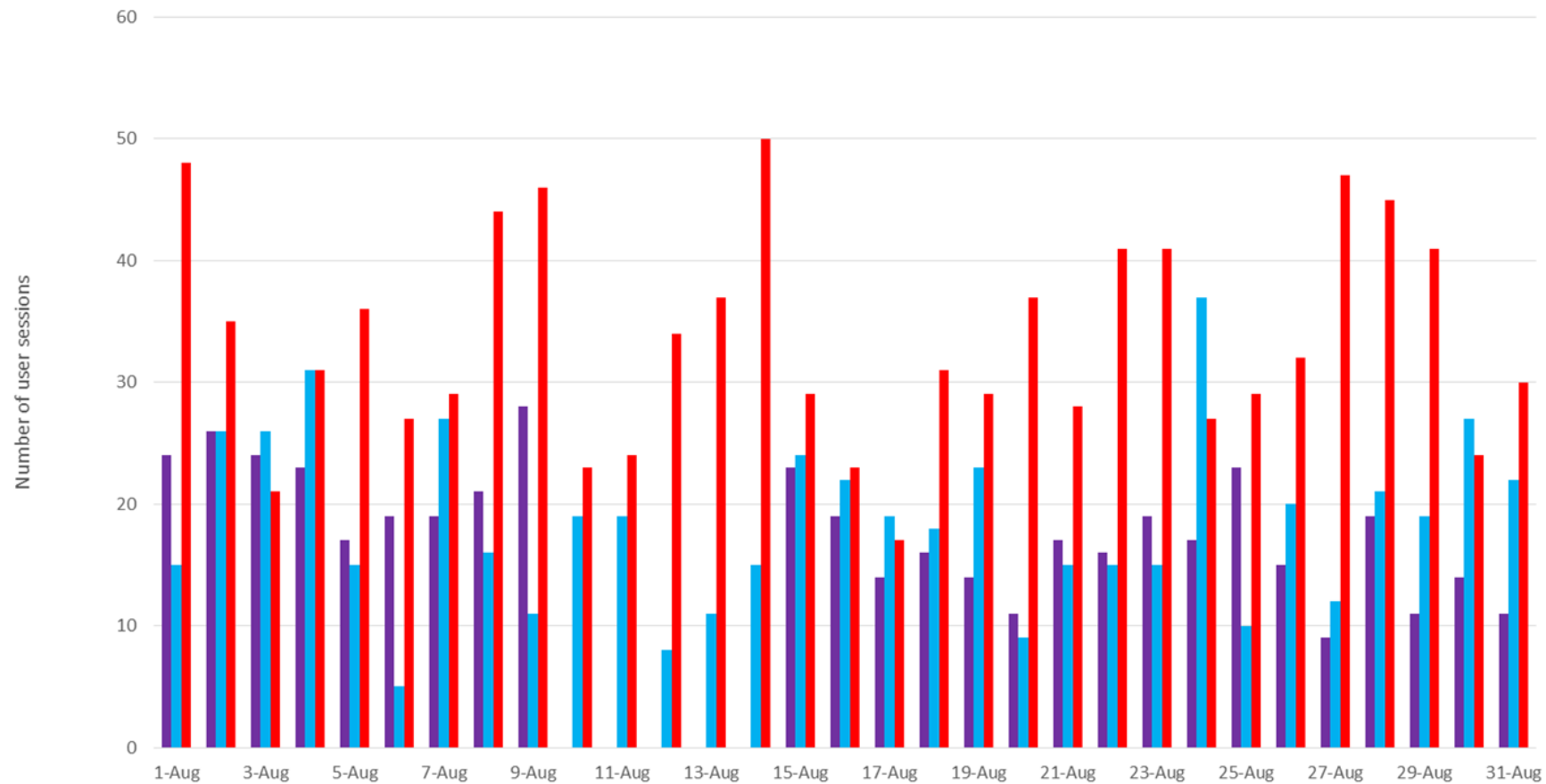
	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17
■ Featherston	653	593	628	745	1030	1183	900	945	882	678	540	655	469
■ Greytown	599	597	617	675	745	1177	1354	979	861	650	610	653	572
■ Martinborough	977	1036	1026	1251	1288	2050	1524	1356	1581	1085	1003	1177	1036

Library Wifi User Sessions July 2017



	1-Jul	2-Jul	3-Jul	4-Jul	5-Jul	6-Jul	7-Jul	8-Jul	9-Jul	10-Jul	11-Jul	12-Jul	13-Jul	14-Jul	15-Jul	16-Jul	17-Jul	18-Jul	19-Jul	20-Jul	21-Jul	22-Jul	23-Jul	24-Jul	25-Jul	26-Jul	27-Jul	28-Jul	29-Jul	30-Jul	31-Jul
Featherston	17	9	21	30	25	20	15	16	14	19	21	28	23	29	19	9	18	29	26	33	22	30	11	20	22	30	22	18	24	18	17
Greytown	19	20	18	20	15	24	16	40	24	17	18	15	21	29	27	15	15	19	24	27	24	28	24	11	15	17	27	25	25	16	18
Martinborough	32	33	26	39	30	26	26	34	38	34	46	49	38	33	64	44	55	42	51	37	43	29	51	45	28	28	34	32	31	38	41

Library wifi user sessions August 2017



	1-Aug	2-Aug	3-Aug	4-Aug	5-Aug	6-Aug	7-Aug	8-Aug	9-Aug	10-Aug	11-Aug	12-Aug	13-Aug	14-Aug	15-Aug	16-Aug	17-Aug	18-Aug	19-Aug	20-Aug	21-Aug	22-Aug	23-Aug	24-Aug	25-Aug	26-Aug	27-Aug	28-Aug	29-Aug	30-Aug	31-Aug
Featherston	24	26	24	23	17	19	19	21	28						23	19	14	16	14	11	17	16	19	17	23	15	9	19	11	14	11
Greytown	15	26	26	31	15	5	27	16	11	19	19	8	11	15	24	22	19	18	23	9	15	15	15	37	10	20	12	21	19	27	22
Martinborough	48	35	21	31	36	27	29	44	46	23	24	34	37	50	29	23	17	31	29	37	28	41	41	27	29	32	47	45	41	24	30

**Appendix 4 – CEG Sub-
committee draft minutes
July 2017**

Minutes

Subject: CEG Sub Committee
When: 28 July 2017
Where: The Civil Defence Room, Upper Hutt City Council
Time: 14.00

Attendance

The meeting commenced at 14.00 with the following attendees:

Tony Stallinger	HCC (Chair)
Bruce Pepperell	WREMO
Geoff Stuart	HCC
Max Pedersen	KCDC
David Hopman	Masterton
Kane Patena	WCC
Hayley Evans	WCC
Jerry Wrenn	PCC
Ian Johnson	UHCC
David Hopman	Masterton
Ian Wilson	MCDEM

In attendance

Dan Neely	WREMO
Adrian Glen	WREMO
David Russell	WREMO
Charlotte Penman	WREMO
Donna Hoyland	Minute Secretary
Deb Hume	GWRC
Derek Baxter	Wellington City Council

1. Welcome

The Chair welcomed everyone to the meeting.

2. Apologies

Carolyn McKenzie	CDC
Luke Troy	GWRC
Mark Allingham	SWDC

3. Previous minutes

Bruce went through the action points for the previous meeting. The minutes from the 26 May 2017 meeting were accepted.

Moved: Geoff Stuart
Seconded: Max Pederson

4. Seismic Building Sensors

Derek Baxter presented a framework for Near Real-Time Impact Analysis. Several videos were shown, explaining the effects of various earthquake frequencies.

Derek explained the complexity of damaging contributing factors and showed a graphical representation of the relationship between waves and building codes.

Wellington City are partnering with QuakeCoRE (Auckland University, Canterbury University and GNS) to create a detailed Building Inventory.

Indicator buildings fitted with sensors can supply data for on building level impacts and City Level Heat-map. Development of the maps is a developing technology. There are very few GIS staff and engineers who have the required skills.

The graphs are available from GNS for the rest of the region. There are sensors around the region, e.g. at the Lower Hutt Chamber of Commerce and Wellington Water.

Bruce concluded the discussion by stating that increasing the range and distribution of instrumented indicator buildings was a recommendation arising from the Kaikoura after action report that was accepted by the Joint Committee; and added that it was important that these extended beyond major urban areas CBDs.

5. Wellington Resilience Programme

Deb Hume and Dan Neely presented the WRRCoG update.

- Campaigns will run quarterly
- The water hero campaign did not create a spike in people buying tanks.
- Micro initiatives may be implemented to encourage public purchases of tanks.

The Winter Campaign has commenced.

- launching new 'Get prepared' and 'WREMO' websites.
- launching the new Earthquake Planning Guide

Deb requested opportunities to distribute the new guides through councils.

The Spring Campaign will be focusing on house foundations.

Dan and Deb spoke of the Pre-covery Programme, response Islands, and recovery islands.

- The Infrastructure Resilience Indicator set (IRIS) has been completed. It will be used to understand challenges which will be faced during events.
- Information was circulated on expected outage times for utilities. This information will not be made public, but can be used by councils to inform discussions on recovery.
- The Wellington Lifelines Regional Resilience project will continue. This project also covers fuel plans and modelling for improving resilience.

The WeLG RRP has 4 options for investment. A Business case will be ready early in the new-year. This may be the point at which key stakeholders become more involved.

Dan spoke of:

- The Recovery Management Framework, which accounts for the set-up of a recovery structure for each council.
- Improving risk reduction to improve long term recovery options.
- Ideas for Governance models for co-managing a large scale recovery.

The Wellington Resilience Fund

- The Nikau Foundation approached WREMO to build a partnership to fund Wellington Resilience projects.

Activities where CEG Sub-committee members can be involved.

- Support winter campaign and launch of new products
- Communications and community networks
- Distribution
- Help fill gaps in IRIS on your infrastructure
- Use of IRIS information in your planning and investment
- Follow-up with recovery managers to provide support where required
- Approve Nikau Foundation partnership

Jerry noted that the investment in time and resources into the foundation should not exceed the benefits that it brings.

Ian expressed concern that the programmes could clash with those of MCDEM. Deb and Dan expect the projects of the foundation and WREMO will work in with MCDEMs programmes.

Action point 1: Bruce will send out statistics on numbers of households with tanks in the region.

6. WREP development training and exercising

Col David Russell presented the progress to date, and the training plan up to November 2017.

7. Emergency Assistance Centre (EAC) training / welfare – update

Charlotte Penman outlined the training plan for EAC staff.

Recommendations for the report for Emergency Assistance Centre (EAC) staff training:

That the CEG Sub Committee

1. Receives the report;
2. Notes the content; and
3. Encourages the identification of their councils EAC staff and support their attendance at training, practical exercises, and welfare responses.

Moved: Tony Stallinger, Seconded: Max Pedersen

8. WREMO Annual Report (1 July 2016 – 30 June 2017)

Bruce introduced the WREMO Annual Report highlighting the following points

- Implementation of community emergency hub programme
- 46 community response plans now in place
- Regional communications upgrade

Jerry suggested having the annual report in portrait layout.

Max noted for the record that Welfare matrix for Kapiti needs updating. This will be completed before the Annual report is published externally.

Kane asked about the decision to use the Integrated Training Framework instead of developing a separate strategy. Bruce explained that this decision was made at a previous CEGSC meeting.

Recommendations

Including a corrections for Kapiti statistics.

That the CEG Subcommittee:

1. Receives the report; and
2. Notes the contents of the report.

Moved: Tony Stallinger, Seconded: Kane Patena.

9. Council based readiness work programmes

David Hopman

- Wairarapa experienced significant surface flooding recently. It was handled as Business as usual and raised questions for how they would handle anything more significant.
- Power was out to beach communities for two days.
- Wairarapa councils were reporting surface flooding.
- An amalgamation referendum will be held in November. This should not affect CDEM in the Wairarapa.

Geoff Stuart

- HCC activated on Thursday due to potential flooding in Wainuiomata. An EAC was opened. It was a good training event for the PIM team, and practice in the use of EMIS.
- Two full time staff will now reduce to one, working on Welfare.
- 44 staff at EAC training.
- Briefing held for people in the recovery area.

Dan Neely

- Christina Currie will be here from California for a learning exchange. Her trip is sponsored by the US Embassy.

Tony Stallinger

- Management structure review. This includes staff levels for emergency management.
- Jeremy Holmes will commence as Regional Manager on August 7th.

Jerry Wrenn

- PCC focus is on getting the new EOC built and running, in Raiha Street.

Max Pedersen

- Tsunami zone engagement programme is nearing completion.
- Staff resource has been allocated for welfare development.

Ian Johnson

- Focusing on staffing the teams. A senior manager has been allocated to each desk. The Controller for UHCC is yet to be confirmed.

Hayley Evans

- Wellington will return to WCC systems using wan eoc guest login. The Logistics team are working on good receipting of items in the EOC.
- Welfare recovery plan will be shared across the region once launched.
- SOPS and Planning cordon management and reconnaissance. ETA end of 2017.

Kane Patena

- There have been several staffing changes within CDEM at WCC.

Ian Wilson

- Whispir is ready to be implemented and Cell Broadcasting (EMA) is to be rolled out to groups.
- CDEM Review has been delayed until after the elections.
- Strategic recovery. Legislation requires recovery managers to be appointed.

9. Next Meeting

The next CEG Sub Committee meeting will be held 20 October, at Upper Hutt. (to be confirmed as this is the day before Labour weekend.)
Meeting closed at 16.20.

Tony Stallinger
Chair

Action points from this meeting

Number	Details	Responsibility	Status
	Nil		

Action Points from previous meetings

Number	Details	Responsibility	Status

FEATHERSTON COMMUNITY BOARD

10 OCTOBER 2017

AGENDA ITEM 6.2

ACTION ITEMS REPORT

Purpose of Report

To present the Community Board with updates on actions and resolutions.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Community Board for information. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will be remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 10 October 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 10 October 2017

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
347	7-Jun-16	Resolution	Claire Bleakley	Permitted Signage Under the Wairarapa Combined District Plan (WCDP) FCB RESOLVED (FCB2016/39): 1. To receive the information. 2. To work with Jennifer Grey (For the Love of Books) and other businesses for the purposes of creating multi-use directional signs that could be erected on public land. (Moved Carter/Seconded Jackson) Carried	Open	22/11/16: Reassigned to Claire 31/01/17: Claire visited all businesses in Fstn and has met with Council's planning staff. Will be working to action an appropriate sign for discussion but there will be a delay due to other priorities 2/5/17 Claire would followup with Council
533	30-Aug-16	Resolution	FCB	Featherston Footpath Journey in a Wheelchair FCB RESOLVED (FCB 2016/69): 1. To receive the information. 2. To support the need for continuous improvement of our footpaths for people who are in wheelchairs and mobility scooters. 3. To support early attention to wheelchair access to the Featherston Library, upgrade of the gradient to the crossing on State Highway 2, and footpath access on the corner of Fox and Daniel Streets. 4. To recommend that Council officers address footpath concerns as addressed in the 'Featherston Footpath Journey in a Wheelchair Report' and present a report to the incoming Board in November 2016. (Moved Carter/Seconded Beattie) Carried	Open	Done, read and supported. FCB to approve repairs from footpath budget. 18/11/16 Council officers have a list of works from the previous CB's for the years 2015/16, planned works from 2016/2017 and forward works 2017/2018 for each town. Starting point is for council officers to compare what is left on planned/ forward works and the Featherston Footpath Journey in a Wheelchair report. Review footpath priorities in a workshop forum with a view to including 'wheelchair friendly additions' to the Community Board priority list 27/3/17: Merger of 2 actions: Review footpath priorities in a workshop forum with a view to including 'wheelchair friendly additions' to the Community Board priority list FCB can then make their priorities from this and then these can be addressed by council officers depending on allocated budget. Featherston library alterations completed 2/5/17: Brenda to forward a list of previous pathing priorities as well as a list of new suggestions for priorities to members

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
676	22-Nov-16	Action	Brenda West	Arrange a FCB workshop to discuss what level of support, including financial, the FCB want to provide to the Featherston Information Centre	Open	2/5/17: Action 127 condensed into 676. Work with the Featherston Information Centre to strengthen the relationship with the Community Board
38	31-Jan-17	Action	Mark	As per the 15/16 Annual Planning decisions, liaise with the Card Reserve Artificial Surface Trust regarding when the carpark between the turf and stadium will be sealed, what on-going tree maintenance will be undertaken, and when external access to the Featherston stadium toilet will be completed	Actioned	Carpark is in Parks and Reserves capital budget, to be completed before 30 June 2017. No further tree maintenance budgeted for 2016/17. External access to stadium to be completed before 30 June 2017
131	14-Mar-17	Action	Mark	Investigate options for strengthening the WiFi signal at the Featherston Library with the goal of enabling the Featherston Information Centre to access the WiFi from their building	Open	24/05 In progress - wi-fi extender being ordered from APNK who supply the library wi-fi 23/09/17 Completed - wifi extender installed - no testing of the range yet, looking for a volunteer to do it
132	14-Mar-17	Action	FCB	Submit a list of approved road names to Council	Open	
134	14-Mar-17	Action	Brenda West	Formalise recommendations to Council on a path forward for providing a larger space for Featherston Library in a workshop forum	Open	
236	2-May-17	Resolution	FCB	Notice of Motion – Featherston Wastewater FCB RESOLVED (FCB2017/32): 1. To receive the information. (Moved Bleakley /Seconded Shepherd) Carried 2. To make a submission on the Featherston wastewater plan once the plan had been notified by GWRC. (Moved Bleakley/Seconded Cr Olds) Carried	Open	
241	2-May-17	Action	Claire Bleakley	Write to the Returned Services Association and the Anzac Club seeking their interest in being involved with the Poppy Road Signs Project	Open	On hold until project has moved forward
309	6-Jun-17	Action	Mark	Review whether the fence in front of the 'Welcome to Featherston' sign at the south	Open	25/09/17 Need to go and have a look at it then get some fencing prices

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				entrance to Featherston can be moved behind the sign to improve visibility of the sign		
310	6-Jun-17	Action	Brenda West	As part of Featherston 2033 workshop discussions, identify an ideal public safety solution which includes convenience to bus stops, pedestrian crossings on State Highway 2 and speed limits and provide recommendations to Council officers so dialogue with NZTA can be undertaken	Open	
315	6-Jun-17	Action	FCB	Review the Beautiful Towns and Cities Awards criteria to determine if there were award categories that the Board wished to pursue on behalf of Featherston (September timeframe)	Open	
387	18-Jul-17	Action	Claire Bleakley	In conjunction with Council officers prepare a report on the income and expenses of SWDC community housing for discussion at the August Featherston Community Board meeting	Actioned	
388	18-Jul-17	Action	Murray	Utilise local newspapers and social media, including the Featherston Phoenix, to publicise the request for the community to participate in updating of the Notable Tree Register in the District Plan	Open	Work progressing in accord with work programme, for December report to Council.
391	18-Jul-17	Action	Mark	Provide information to FCB members on the proposed bypass changes to Revans Street	Open	30/8/17 Officer meeting with NZTA 12-9-17. Will update CB after meeting.
392	18-Jul-17	Action	Mark	Provide regular short progress reports on the wastewater projects as a regular agenda item	Actioned	Refer to Officers' Report. 30/8/17 Reported six weekly in Officers report.
394	18-Jul-17	Action	Brenda West	Work with the Planning team to discuss resource consent requirements for the 89 Featherston Street mural project and then prepare a report for Community Board consideration	Open	
476	29-Aug-17	Resolution	Mark	FCB RESOLVED (FCB 2017/57): 1. To receive the Information. (Moved West/Seconded Cr Olds) Carried 2. To approve the amendments to Policy E502: Community Groups Use of and Access to	Actioned	Completed; gone to public consultation

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Council Parks and Reserves including incorporating Terms and Conditions of use subject to a change to Clause 6, under heading Amusement Devices from 'Not permitted at any time' to 'With Council permission'. (Moved Cr Olds/Seconded Shepherd) Carried		
478	29-Aug-17	Resolution	Claire Bleakley	FCB RESOLVED (FCB 2017/59): 1. To receive the Action Items Report, including the tabled Poppy Trust Street Names Project Update from Claire Bleakley. (Moved West/Seconded Bleakley) Carried 2. That local schools be approached to seek permission for their students to research the history of the roads identified as possible Poppy roads (Birdwood Street, Camp Road, Churchill Crescent, Messines Way and Soldiers Settlement Road). (Moved Bleakley/Seconded Cr Olds) Carried	Open	
479	29-Aug-17	Resolution	Brenda West	FCB RESOLVED (FCB 2017/60) to engage a facilitator within the next 6-8 weeks to provide assistance to progress the Featherston Community Board Strategic Plan. (Moved Cr Olds/Seconded Bleakley) Carried	Open	
480	29-Aug-17	Resolution	Jennie	FCB RESOLVED (FCB 2017/61): 1. To receive the tabled draft Income and Expenditure Report for the period 1 July 2016 - 30 June 2017. 2. To receive the tabled Income and Expenditure Report for the period 1 July 2017 - 31 July 2017. 3. To grant the Featherston Information Centre \$85.40 to cover incidental costs associated with running the Featherston Information Centre. (Moved West/Seconded Bleakley) Carried	Actioned	Will be actioned in next I&E report
483	29-Aug-17	Resolution	Paul	FCB RESOLVED (FCB 2017/64): 1. To receive the Notice of Motion – Pensioner	Actioned	Included in 10 October agenda.

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Housing. 2. To postpone further discussion on Pensioner Housing until 10 October 2017. (Moved West/Seconded Cr Olds) Carried		
485	29-Aug-17	Action	Paul	Write to the Featherston Schools' Cluster giving Featherston Community Board support for the project; outline how to get in touch with Featherston youth and how to apply for Community Board funding	Actioned	
486	29-Aug-17	Action	Mark	Follow-up why external access to the Featherston Stadium toilets had not been completed	Open	25/09 Looking for someone else to do the drawings
487	29-Aug-17	Action	Mark	Find out what public toilets are available or could be made available in the vicinity of the Featherston Railway Station, and consider signage to public toilets as you leave the Station as the Station toilets are not open in the weekend	Open	25/09 The toilet block on Card Reserve (corner of Johnston St and Harrison St, beside campervan dump station) is not in regular use - we clean and stock it for events on the reserve when required. It could be put into service for weekend use, but there will be additional operating costs for cleaning and stocking. The building could probably use a bit of a tidy up as well.
488	29-Aug-17	Action	Paul	Make the Poppy Trust Street Names Project a regular item on the Community Board agenda	Actioned	
489	29-Aug-17	Action	Paul	Make the Long Term Plan a regular member report item on the Community Board agenda	Actioned	
490	29-Aug-17	Action	Paul	Write to the students of the Featherston School's cluster and thank them for presenting their project to the Board, advise them how to link in with the youth group and how to apply for funding	Actioned	

FEATHERSTON COMMUNITY BOARD

10 OCTOBER 2017

AGENDA ITEM 6.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statement for the 17/18 year.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Report for the period 1 July 2017 – 31 August 2017.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2017 – 31 August 2017 is attached in appendix 1. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

2. Appendices

Appendix 1 - Income and Expenditure Report for the period 1 July 2017 – 31 August 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

**Appendix 1 - Income and
Expenditure Report for the
period 1 July 2017 – 31
August 2017**

Featherston Community Board		
Income & Expenditure to 31 August 2017		
	<u>INCOME</u>	
	Balance 1 July 2017	7,606.84
	Annual Plan 2017/18	26,868.00
	TOTAL INCOME	34,474.84
	<u>EXPENDITURE</u>	
	Members salaries	2,619.02
	Total Personnel Costs	2,619.02
26/07/2017	AP Spark Fsn Info Centre Jul/Aug 17	99.89
17/08/2017	AP Featherston Inf Petty cash Feb-July 2017	85.40
28/08/2017	correct coding info centre morning tea colin olds	43.48
	Total General Expenses	228.77
28/07/2017	AP Cross Creek Rai FCB grant costs two new motors for locom	300.00
28/07/2017	AP KittyCat Rehomi Kittycat rehoming - Wairarapa FCB grant to create new website	300.00
	Total Grants	600.00
	TOTAL EXPENDITURE	3,447.79
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	31,027.05
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2018	13,294.98
	Chor Farmer Donation for Garden of remembrance	265.53
	Featherston Phoenix - Advertising Networking meeting	90.00
	Information Center Expenses including Telephone	488.16
	Featherston Christmas Parade	500.00
	Information Centre Petty cash	85.40
	Total Commitments	14,724.07
	BALANCE TO CARRY FORWARD	16,302.98

<i>Featherston Beautification budget</i>	
Budget	
2013/2014	10,300.00
2014/2015	10,000.00
2015/2016	10,220.00
2016/2017	10,460.00
2017/2018	10,710.00
Total Budget	51,690.00
16/17 expenditure	
15/16 expenditure	
14/15 expenditure	
Featherston town Centre Topographic Survey	1,710.00
13/14 expenditure	
Total Expenditure	1,710.00
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	49,980.00
<u>LESS: COMMITMENTS</u>	
Committed to Sculpture	45,000.00
Total Commitments	45,000.00

FEATHERSTON COMMUNITY BOARD

10 OCTOBER 2017

AGENDA ITEM 6.4

SCHEDULE OF ORDINARY MEETINGS

Purpose of Report

To provide community boards and the Maori Standing Committee with the meeting schedule that was adopted by Council on the 20 September 2017.

Recommendations

Officers recommend that the community board/Committee:

1. *Receive the Schedule of Ordinary Meetings Report.*
2. *Adopt the 2018 schedule of ordinary meetings for Martinborough Community Board.*
3. *Set a regular meeting time of the Community Board.*

1. Background

Each year Council adopts a schedule of Council, committee and community board meeting dates for the coming 12-month period.

2. Discussion

2.1 Proposed 2018 Schedule of Ordinary Meetings

Meetings are scheduled every six weeks as per Council policy.

Where a Martinborough Community Board or Maori Standing Committee meeting fell on a public holiday, the meeting was moved to the first free Monday. The November Martinborough Community Board meeting is out of sync with the others to allow for members' commitments with regards to Toast Martinborough.

2.2 Meeting Times

Community board members are to select a meeting time that suits members.

3. Appendices

Appendix 1 – Proposed Schedule of Ordinary Meetings 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Proposed Schedule of Ordinary Meetings 2018

**SOUTH WAIRARAPA DISTRICT COUNCIL
PROGRAMME OF MEETINGS 2018**

<i>MEETING</i>	<i>TIME</i>	<i>DAY</i>	<i>JAN MTG 2018</i>	<i>FEB MTG 2018</i>	<i>MAR MTG 2018</i>	<i>APR MTG 2018</i>	<i>MAY MTG 2018</i>	<i>JUN MTG 2018</i>	<i>JUL MTG 2018</i>	<i>AUG MTG 2018</i>	<i>SEP MTG 2018</i>	<i>OCT MTG 2018</i>	<i>NOV MTG 2018</i>	<i>DEC MTG 2018</i>
Martinborough Community Board	TBC	Mon	29	-	12	23		11	16	27	-	8	26	-
Featherston Community Board	TBC	Tues	30	-	13	24		5	17	28	-	9	20	-
Greytown Community Board	TBC	Wed	31		14	18		6	18	29	-	10	21	-
Maori Standing Committee	TBC	Mon	-	12	26	-	7	18	30	-	10	15	-	3
COUNCIL	9.00AM	Wed	-	21	14	4	16	27	-	8	19	24	-	12
Infrastructure & Planning Working Party	9.00AM	Wed	-	7	21	-	9	13	25	-	5	10	28	-
AP/LTP Working Party	9.00AM (or will follow I&P)	Wed	24	7				13	-	-	-	10	28	

NOTES:

1. The dates of all other meetings will be separately notified
2. Easter: Good Friday 30 March 2018 and Easter Monday 2 April 2018
3. Anzac Day: Wednesday 25 April 2018
4. LTP Submissions Hearings 14-16 May
5. Queen's Birthday: Monday 4 June 2018
6. Labour Day: Monday 22 October 2018

FEATHERSTON COMMUNITY BOARD

10 OCTOBER 2017

AGENDA ITEM 6.5

APPLICATIONS FOR FINANCIAL ASSISTANCE

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from the Fell Locomotive Museum against the grant criteria and consider allocating the requested \$500 to help with the costs associated with upgrading the protective safety barriers at the Museum.*
3. *Consider the application from Wairarapa REAP (on behalf of White Ribbon Riders) against the grant criteria and consider allocating the requested \$300 to help with the costs associated with feeding and providing accommodation to the riders when they visit the Wairarapa.*
4. *Consider the application from Wairarapa REAP against the grant criteria and consider allocating the requested \$1,000 to help with the costs associated with creating and publishing a book of Featherston school children's writing and drawings.*
5. *Consider the application from Muay Thai against the grant criteria and consider allocating the requested \$500 to help with the costs associated with offering reduced or free training to children from families in need.*
6. *Consider the application from Featherston First Fridays against the grant criteria and consider allocating the requested \$500 to help with the costs associated with running community music and creative events over the summer months.*

1. Executive Summary

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget as shown in the Income and Expenditure Report.

Applications will be provided to members in confidence.

2. Criteria

The criteria of the grant are:

To be eligible, applications must be from non-profit organisations that are benefiting the local Featherston community. All grants will be considered on a case by case basis and must list all funding raised at time of application. Grants are considered every second meeting throughout the year.

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.
3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
- 5. The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).**
6. Applications must reach the Council not less than ten days before the relevant Community Board is to consider an application.
7. In 2017 grants will be considered on the 31 January, 2 May, 18 July, 10 October and 21 November.

3. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Fell Locomotive Museum	No outstanding accountability forms
Wairarapa REAP (on behalf of White Ribbon Riders)	No outstanding accountability forms
Wairarapa REAP	No outstanding accountability forms
Muay Thai	No outstanding accountability forms
Featherston First Fridays	No outstanding accountability forms

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

FEATHERSTON COMMUNITY BOARD

10 OCTOBER 2017

AGENDA ITEM 6.6

COMMUNITY BOARD GRANTS ACCOUNTABILITY REPORT

Purpose of Report

To update the Community Board on grant status and provide a report back on accountability forms received from recipients.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Community Board Grants Accountability Report.*

1. Executive Summary

Featherston Community Board consider grants every second meeting with provision to consider grants at other times in exceptional circumstances. All applicants are required to submit an accountability return and are followed up in February and August if a return hasn't been lodged.

2. October 2017 Summary

A summary of grants allocated and their status is provided in Appendix 1. Accountability returns are shown in Appendix 2.

3. Appendix

Appendix 1 – Grants Summary

Appendix 2 – Accountability Returns

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive Officer

Appendix 1 – Grants Summary



Community Board Financial Assistance Tracking

Status to be followed up in
February and August

COMMUNITY BOARD	Location of applicant (by Ward)	APPLICANT NAME	PROJECT DESCRIPTION	AMOUNT REQUESTED	AMOUNT ALLOCATED	STATUS	DATE PROJECT APPROVED/DECLINED	EXPECTED PROJECT COMPLETION DATE	PROJECT STATUS	Followed Up
									In progress (accountability not returned) Complete (accountability returned)	
FCB	Featherston	Featherston Camp Memorial Trust	Requests \$3,000 to assist with the costs of a memorial sculpture	\$3,000	\$3,000	Approved	2 February 2016		In Progress	
FCB	Featherston	Featherston Athletics Club/Featherston Swimming Club	To assist with the costs of providing prizes for the 'Give it a Go' kids Featherston triathlon	\$500	\$500	Approved	22 November 2016	1 March 2017	In Progress	8/08/2017 & 2/10/17
FCB	Featherston	Featherston Christmas Parade	To assist with the costs associated with running the Featherston Christmas Parade	\$500	\$500	Approved	22 November 2016		In Progress	(funds not uplifted)
FCB	Featherston	Featherston 1st Fridays Group	To assist with the costs associated with running the 3 February 2017 event.	\$500	\$300	Approved	31 January 2017	3 February 2017	Complete	Report Oct 17
FCB	Masterton	Wairarapa Mathematics Association	To assist with the costs associated with running the annual maths competition.	\$200	\$200	Approved	2 May 2017	August 2017	In Progress	
FCB	Featherston	Featherston School's Cluster	To assist with the costs associated with taking students to the Strike Percussion Group.	\$500	\$500	Approved	2 May 2017	12 June 2017	Complete	Report Oct 17
FCB	Featherston	Featherston Booktown	To assist with the costs associated with running the Featherston Booktown event.	\$2,500	\$500	Approved	2 May 2017	14 May 2017	In Progress	21/08/2017 & 2/10/17
FCB	Featherston	Cross Creek Railway	To help with the costs associated with the purchase of two new motors for the existing locomotives.	\$600	\$300	Approved	18 July 2017		Complete	Report Oct 17
FCB	Featherston	KittyCat Rehoming Wairarapa	to help with building a website; provided statistics are kept for the next 6 months outlining which towns cats have been taken in from.	\$500	\$300	Approved	18 July 2017		In Progress	

Appendix 2 – Accountability Returns



Funding Accountability Form

FEATHERSTON COMMUNITY BOARD

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

South Wairarapa District Council
Suzanne Clark
PO Box 6
Martinborough 5741

1. Funding for:	Replacement of damaged Engine 'Kiwi Rail'
2. Name of applicant:	CROSS CREEK RAILWAY
3. Location of project/funding:	Featherston Wairarapa.
4. Date of project/funding:	18 th July 2017
5. Amount received from the FCB:	\$ 300.00

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

Motion Dynamics (Aust) My 10202 Dayton Play	\$ 12 207. ⁰⁰
Motion Dynamics (Aust) Unit My 10202 Bham	\$ 112 141
	\$.
(Feb. 9 300.) (Invoices attached)	\$

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

n/a

8. Give a brief description of the highlights of your project, including the number of participants.

n/a.

9. How did your project benefit your community?

Miniature Train Rides

10. What, if any, are the next steps (for your project, for you and/or for the people involved)?
Will your organisation continue to require funding?

n/a.

11. This report was completed by:

Name:

Roz Harding

Address:

41 Fox Street
Featherston
Wairarapa

Date:

11th August 2017

Phone:

06 3089642

Email:

rozagencies@extra.co.nz

RozHarding

From: Alan King [arda.park@xtra.co.nz]
Sent: Monday, 7 August 2017 6:26 p.m.
To: Roz Harding
Subject: Fwd: Motion Dynamics (ABN 32141559122): Order #5662 has been processed

Sent from my iPad

Begin forwarded message:

From: "Motion Dynamics (ABN 32141559122)" <sales@motiondynamics.com.au>
Date: 1 August 2017 at 6:28:27 PM NZST
To: arda.park@xtra.co.nz
Subject: Motion Dynamics (ABN 32141559122): Order #5662 has been processed

Dear Alan,

Your order has been processed successfully.

Tax Invoice:



TAX INVOICE

[View order](#)

Motion Dynamics (ABN 32141559122)

3 Rosehill Street
PARRAMATTA, New South Wales 2150
Australia

PHONE: Motion Dynamics Australia,
WESTPAC BSB 032270
ACCOUNT 273267

INTERNATIONAL: 02-96879187

FAX: 02-80048232

WEBSITE: www.motiondynamics.com.au

EMAIL: sales@motiondynamics.com.au

Order #5662

STATUS: Processed
DATE: 01-08-2017,
04.28 PM
PAYMENT METHOD: Credit card via
Merchant
Warrior
SHIPPING METHOD: International
Parcels: Courier

Customer:

PHONE: +6463089339

Bill to:

Alan King
18 Boundary Rd
Featherston
Wairarapa, Wellington 5771
New Zealand

Ship to:

Alan King
18 Boundary Rd
Featherston
Wairarapa, Wellington 5771
New Zealand

Product	Quantity	Unit price	Subtotal
---------	----------	------------	----------



[Unite MY1020 500W](#)
[24V 2500 RPM with](#)
[Chain Sprocket](#)
CODE: DAYS10180

1	\$60.00	\$60.00
---	---------	---------

Subtotal: \$60.00

Shipping cost: \$68.62

Total weight: 4.50 kg

Total items: 1 item(s)

Total cost: \$128.62

(Australian)

Thank you for using our shopping cart.

RozHarding

From: Alan King [arda.park@xtra.co.nz]
Sent: Monday, 7 August 2017 6:25 p.m.
To: Roz Harding
Subject: Fwd: Motion Dynamics (ABN 32141559122): Order #5666 has been completed

Sent from my iPad

Begin forwarded message:

From: "Motion Dynamics \(\(ABN 32141559122\)\)" <sales@motiondynamics.com.au>
Date: 3 August 2017 at 11:49:24 AM NZST
To: arda.park@xtra.co.nz
Subject: Motion Dynamics (ABN 32141559122): Order #5666 has been completed

Dear Alan,

Your order has been completed. Thank you for choosing us.

Tax Invoice:



TAX INVOICE

[View order](#)

Motion Dynamics (ABN 32141559122)

3 Rosehill Street
PARRAMATTA, New South Wales 2150
Australia
PHONE:

Motion Dynamics Australia,
WESTPAC BSB 032270
ACCOUNT 273267

INTERNATIONAL: 02-96879187

FAX: 02-80048232

WEBSITE: www.motiondynamics.com.au

EMAIL: sales@motiondynamics.com.au

Order #5666

STATUS: Completed

DATE: 02-08-2017,
06.37 PM

PAYMENT METHOD: Credit card via
Merchant
Warrior

SHIPPING METHOD: International
Parcels: Courier

Customer:

PHONE: +6463089339

Bill to:

Alan King
18 Boundary Rd
Featherston
Wairarapa, Wellington 5771
New Zealand

Ship to:

Alan King
18 Boundary Rd
Featherston
Wairarapa, Wellington 5771
New Zealand

Product	Quantity	Unit price	Subtotal
---------	----------	------------	----------



[MY1020Z Dayton 500w,
\(0.67 HP\) 24V DC
Planetary Gear Motor,
500 RPM](#)
CODE: DAYG10050

1	\$108.18	\$108.18
---	----------	----------

Subtotal: \$108.18

Shipping cost: \$80.06

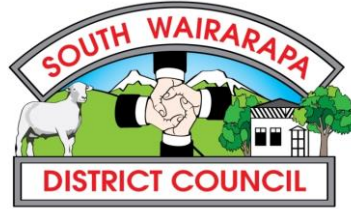
Total weight: 6.60 kg

Total items: 1 item(s)

Total cost: \$188.24

(Australia \$)

Thank you for using our shopping cart.



Funding Accountability Form

FEATHERSTON COMMUNITY BOARD

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

**South Wairarapa District Council
Suzanne Clark
PO Box 6
Martinborough 5741**

1. Funding for:	Strike Percussion Performance
2. Name of applicant:	St Teresa's School
3. Location of project/funding:	Kahutara School Hall
4. Date of project/funding:	Monday 12 June, 2017
5. Amount received from the FCB:	\$500.00

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

Cost of the performance	\$1000.00
Less FCB donation	\$500.00
Cost of Buses for St Teresa's, Featherston and South Featherston Schools	\$1050.00
	\$1550.00

Students contributed \$5.50 each to cover the costs.

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

Keeping the cost low meant that all students, from the four schools, could attend this event. Travelling to Kahutara School allowed us to use a spacious venue, ensuring students could easily see and hear this exciting performance.

8. Give a brief description of the highlights of your project, including the number of participants.

It is great that 270 students from four schools got to experience a world class performance. The drumming skills shown were superb. Drumming is a musical skill that appeals to boys especially and we hope that performances such as this will inspire more of our students to play a musical instrument. Playing music is known to have a positive impact on learning mathematics.

9. How did your project benefit your community?

None of the schools is big enough to host this event on their own. It is also good for our community that we are working together.

10. What, if any, are the next steps (for your project, for you and/or for the people involved)? Will your organisation continue to require funding?

We feel that we need to continue to widen the vision and understanding of our students by providing experiences of the arts.

We appreciate the help of FCB in providing experiences for our young people allowing them a taste of the opportunities available and giving them goals to aim for.

11. This report was completed by:

Name:

Jennifer Muth

Address:

St Teresa's School
63 Bell Street
Featherston 5740

Date:

21 August 2017

Phone:

06 3089064

Email:

principal@teresas.school.nz



Funding Accountability

Form

FEATHERSTON COMMUNITY BOARD

All recipients of funds from the Featherston Community Board (FCB) must complete this form within three months of their project being completed.

If you do not complete and return this form you will not be eligible for future funding through the Featherston Community Board.

Please return the completed form to –

**South Wairarapa District Council
Suzanne Clark
PO Box 6
Martinborough 5741**

1. Funding for:

Featherston First Friday
February Birthday Party

2. Name of applicant:

Featherston 1st Fridays
(Rebekah Mehrtens &
Martine Bijker)

3. Location of project/funding:

Featherston Town
Square

4. Date of project/funding:

3.2.17

5. Amount received from the FCB: \$300

6. Please give details of how the money was spent. Your contribution to the project and the FCB funding you received must be accounted for.

\$300- payment for musicians. They played for 2 hours plus rehearsal, transport and setup/ pack out time

7. Please provide details about the project or activities that were supported by the FCB grant. Explain what was successful, and what didn't work so well.

This was the final FFF for the 2016-17 summer season, with the biggest crowd yet. Support from the FCB (our sole funder for this event) enabled us to have professional musicians, and be able to pay some of them. We really wanted to bring something fresh which Featherston hadn't seen before: bringing in 2 Wellingtonians to join forces with 2 locals created a fabulous band, & with piano and double bass in the Square it was quite a sight.

Our objectives were 1- to have a fun community event where people could meet and mingle, networking and building ties 2- to have a colourful, positive, visible event. Especially for this weekend, leveraging off the Martinborough Fair, so the thousands of people researching online, and passing through Featherston for the weekend, saw Featherston as the vibrant, happening place it is. Our Eventfinda listing received over 9000 views, and we had coverage in print and online media. We feel we were successful in our aims.

What didn't work so well for February was some aspects had to be scaled back due to delays with permissions from Council and funding applications, however we were still happy overall.

8. Give a brief description of the highlights of your project, including the number of participants.

We estimated crowd size over the course of the event as over 200, based on counts in photos. Highlights included the whole crowd playing pass the parcel, with music provided by the band: and sharing of the birthday cakes which were brought along- perhaps 20 cakes were cut and passed round. Both these activities were great ice breakers, and fostered participation and chat between all sorts of people. Also pleased with a number of visitors seeing the event as they drove through Featherston, and stopping to check it out.

9. How did your project benefit your community?

**See above , no 7. for our objectives specific to February.
General benefits to the community-
Strengthening positive feelings about Featherston within our community, opening paths between ages and sectors, providing a way for new and old Featherston residents to interact- via good old fashioned fun together. Plus, in a more strategic sense, adding to the furthering of external positive perceptions of Featherston and encouraging visitors to think 'stop in Featherston first', thus growing our economy.**

**10. What, if any, are the next steps (for your project, for you and/or for the people involved)?
Will your organisation continue to require funding?**

FFF are on hiatus over the winter months to plan for 2017-18 season. (Though we have planned a few affiliated popup events outside the summer season)

2016-17 was completely spontaneous, and the entire budget was about \$900 plus donated goods and time, which is not sustainable.

We are investigating means of becoming self supporting, including a koha hat at gigs, but we don't want to charge admission and exclude any members of the community.

We have one individual who has offered baseline sponsorship so we can plan ahead, but it won't cover every aspect. Any further funding will be spent on events and consolidating First Fridays as a well known regular calendar event which promotes the above community focussed objectives.

We will seek support from a variety of means, for specific outcomes and aspects. Eg funding from Creative Community Scheme for specific arts projects.

Once we know if we can gain Council permissions to go ahead, we will map out a plan in advance, and we may approach FCB for specific assistance again.

Thanks to the FCB for your support of February's event.

11. This report was completed by:

Name: Martine Bijker

**Address: 812 Western Lake Rd,
RD3 Featherston 5773**

Date: 28.4.17

Phone: 0211783076

Email: martine.potato@gmail.com

FEATHERSTON COMMUNITY BOARD

29 AUGUST 2017

NOTICE OF MOTION – PENSIONER HOUSING

Motion

I, Claire Bleakley, move that the Featherston Community Board:

1. *Receive the information.*
2. *Recommendation. Inform the pensioners of the rising rental cost anticipated per year.*
3. *Recommendation. Keep pensioner community housing as part of the SWDC service.*
4. *Recommendation: Consider where savings can be made for security of tenure.*
5. *Recommendation: Adopt the UN committee on Economic, Social and Cultural rights document "The right to adequate housing" (1991)*

Supporting Material

Pensioner housing

At the last FCB meeting members of the community pensioner housing were concerned over a letter they had received and wanted to have clarification on the anticipated annual costs for their rental housing.

I would like to support the Council on preserving Community Pensioner housing for the pensioner and needy at such a low rental and believe that we should keep the kaupapa of the flats integrity.

The SWDC Community housing policy says, "units are to be self supporting with no input from ratepayers."

(<http://www.swdc.govt.nz/sites/default/files/PolicyCommunity%20Housing%20Policy%202016%20Review.pdf>)

On p. 88 of the 2017/18 long-term plan are a little misleading and lead people to think that the Featherston housing is costing the ratepayers. There are 6 bedsit units not 4 paying \$73 per week

The amount should be stated as "fees per week per unit".

PENSIONER HOUSING	FEES PER 4 WEEKS \$
Featherston	
Burling (Single) (\$73/week)	\$292.00
Burling (Double) (\$88/week)	\$352.00
Matthews (\$88/week)	\$352.00

In Featherston there are –

FEATHERSTON PENSIONER HOUSING			\$ unit per week	\$ total per week
Burling Flats				
	6	Bedsits (single)	\$73	\$ 438
	2	Bedroom (double)	\$88	\$ 176
Matthews Flats				
	6	Bedroom (double)	\$88	\$ 528
	14	Total per week		\$1142
		Total per year		\$59,384.00

The income for 2017/18 from these all-together will come to \$1142 per week from the flats.

This gives an annual total for income from the flats to September 2018 of \$59,384.

The Income And Expenditure statement for the year ending 30.6.2017 leaves the flats in deficit to the sum of \$41,154.41. The expenditure statement does not explain this loss.

The Income and Expenditure statement figures of \$88,176 need to be explained as to the reason that both Rent and Rates are charged as well as Corporate and Professional services. Are these body corporate services if so who owns their own unit?

Also a breakdown of all the different maintenance services and which units they were spent on, in which town.

Also why the same size unit in Martinbrough is only \$83 per week and Featherston is \$88.

The expenditure costs between 2015/16 and 2016/17 needs to be clarified and the accounting needs to be carefully explained for the Featherston Pensioner residents. Some kind of savings need to be considered for these flats to be

able to be maintained so that the lessees are given security of tenure and there is no cost blowout for either the residents or ratepayers.

The Council does liaise with the community housing for the Wairarapa and I believe we should adopt the UN committee on Economic, Social and Cultural rights document "The right to adequate housing" (1991), if this has not already been done.

Attachments:

Housing Income and expenditure Statements 2015/16 and 2016/2017.

Letter to Featherston residents advising rent rise.

Affordable Housing Continium. (CHAXX)

Copy of the Housing costs for 2017/18 Long Term Annual plan

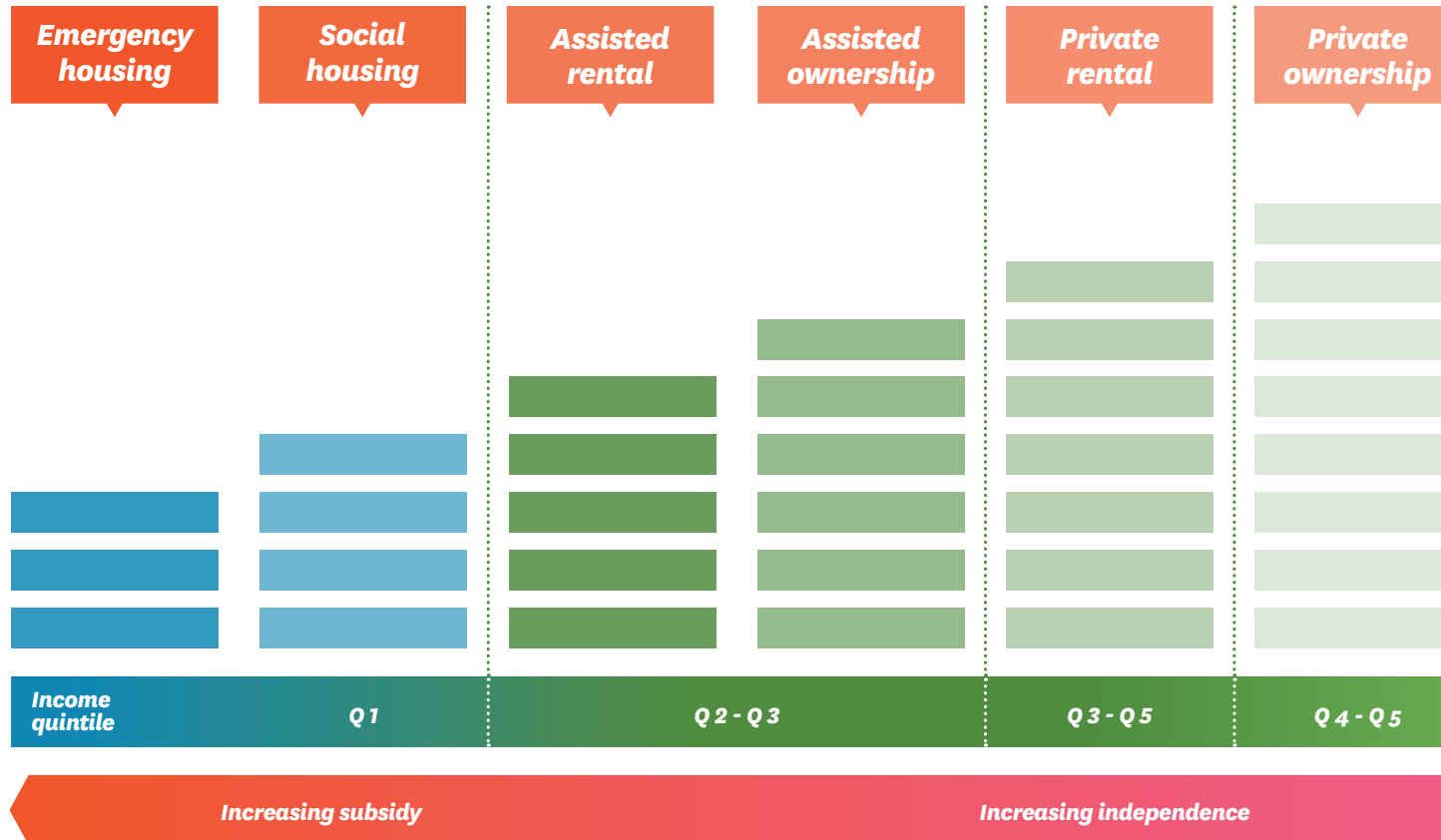
Signed: *Claire Bleakley*

Note: must be submitted to CEO or Committee Secretary (Suzanne.clark@swdc.govt.nz) 5 working days before the meeting.

AFFORDABLE HOUSING CONTINUUM

Well-housed means living in adequate housing, that underpins good health, economic, environmental and social outcomes. Housing is a vital part of our community infrastructure. Public, private and community housing sectors each have an important role to play, working together to address the housing challenges facing New Zealand.

HOUSING AFFORDABILITY



New Zealand Human Rights Commission states that “The human right to adequate housing is a binding legal obligation on the State of New Zealand”. Adequate housing takes account of security of tenure, affordability, habitability, availability and location of services, accessibility and cultural considerations.*

*The Right to Adequate Housing (Art. 11 (1) of the Covenant); Adopted at the Sixth Session of the UN Committee on Economic, Social and Cultural Rights, on 13 December 1991.

Principles

1. **Affordability** means spending no more than 30% of gross household income on rent or mortgage.
2. The continuum fosters **security of tenure and pathways to greater independence** by offering housing choice.
3. Value created is **retained and recycled** for the future benefit of housing affordability in that community.
4. The **local community** and those people to be housed should influence housing responses. Pathway subsidies should have flexibility to meet that community's needs.
5. There are **incentives** and support for households to improve their circumstances.
6. **Commissioning** that optimises outcomes and value creation for households through transparency, collaboration and partnership; is preferred over procurement through competitive transactional tendering processes.
7. **Transparency** means subsidy costs and benefits are understood by all parties.
8. The development, measurement and evaluation of housing services and policies are driven by **robust, independent research and evidence**.
9. The continuum operates best where housing solutions are **matched to housing need in each community**. This includes tailored pathway subsidies for as long as people need it.
10. We measure **effective outcomes** based on the return on investment of total welfare spend on households and communities – now and over time.

Housing pathway

Very low income households

(Quintile 1)

Housing and support subsidies help very low income households and disadvantaged groups to access appropriate, secure and affordable housing. For this group 25% of their gross income is spent on housing. On the continuum this includes emergency and social housing.

Low to moderate income households

(Quintiles 2-3)

Low to moderate income households spending no more than 30% of their gross income on rent or mortgage costs. On the continuum this includes assisted rental and assisted ownership.

Moderate income and above households

(Quintiles 4-5)

Private housing bought and sold under prevailing market conditions. On the continuum this includes private rental and ownership. Some households in private rentals may receive the Accommodation Supplement.

Pathway subsidies

Emergency housing

Temporary accommodation and support subsidies for individuals and families who have an urgent need for accommodation because they have nowhere else to stay or are unable to remain in their usual place of residence. Includes temporary overnight accommodation and short term stays of approximately 12 weeks.

Social housing

Subsidised rental accommodation combined with support services appropriate to household needs. Rents usually funded by the Income Related Rent Subsidy.

Assisted rental

Subsidised rental accommodation Rents usually partially funded by the Accommodation Supplement and/or at below market rent levels.

Assisted ownership

Household income-related pathways to home ownership. Subsidies include rent to buy, affordable equity and shared ownership.

HOUSING

INCOME & EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2016

Opening Balance	1/07/2015	-
<u>Income</u>		
Rental		121,353.94
Interest		(224.25)
Total income for the year		<u>121,129.69</u>
<u>Expenses</u>		
General Expenses		26.64
Repairs and Maintenance (other)		25,918.35
Ground Maintenance		2,997.38
Repairs and Maintenance Buildings		14,639.91
Rent and Rates Payable		46,188.36
Corporate services and Prof Services		36,425.36
Insurance		9,080.04
Routine Maintenance		<u>2,552.23</u>
		<u>137,828.27</u>
Surplus/(Deficit) for year		<u>(16,698.58)</u>
Capital items		2,442.87
Closing Balance	30/06/2016	<u><u>\$ (19,141.45)</u></u>
	<i>TRANSFER IN</i>	121,129.69
	<i>TRANSFER OUT</i>	140,271.14

Depreciation not included as we don't fund Depreciation on Pensioner housing

HOUSING

INCOME & EXPENDITURE STATEMENT FOR THE YEAR ENDED 30 JUNE 2017

Opening Balance	1/07/2016	(19,141.45)
<u>Income</u>		
Rental		122,307.00
Interest		(680.64)
Miscellaneous Income		194.42
Total income for the year		<u>121,626.36</u>
<u>Expenses</u>		
General Expenses		
Repairs and Maintenance (other)		22,116.40
Ground Maintenance		1,639.27
Utilities		426.57
Repairs and Maintenance Buildings		5,513.75
Rent and Rates Payable		49,662.66
Corporate services and Prof Services		38,514.07
Insurance		9,080.02
Routine Maintenance		14.25
		<u>126,966.99</u>
Surplus/(Deficit) for year		<u>(5,340.63)</u>
Capital items		16,672.33
Closing Balance	30/06/2017	<u><u>\$ (41,154.41)</u></u>
	TRANSFER IN	121,626.36
	TRANSFER OUT	143,639.32

Depreation not included as we don't fund Depreation on Pentioner housing

MEMBER REPORT
for
Featherston Community Board Meeting
10 October 2017

Member Name	Robyn Ramsden
Group Name	Long Term Plan Meeting
Meeting Date	6 September and 20 September 2017
Key issues from meeting	It is great that the Community Boards have been invited into this process. It is insightful as to how this process starts and at what stages the public are invited to comment.
Specific item/s for Community Board consideration	<p>What do we, as a Board and as a Community want to go into the Long Term Plan?</p> <p>The Library needs extending as more and more people use it and its services.</p> <p>The town pool keeps coming up as an area that needs more work. Particularly to have a covered complex.</p> <p>We need to establish how we, as a community, want to move forward with the look and feel of the town in general.</p>
General	I stood in for Claire Bleakley, who will be attending the rest of the LEP meetings. It was very interesting to see the direction the Councillors are taking with the Long Term Plan and the Council's direction in general. I think it is more inclusive than in the past. I am looking forward to what comes out of this process.

MEMBER REPORT
for
Featherston Community Board Meeting
10 October 2017

Member Name	Robyn Ramsden Featherston Community Board
Topic	Featherston Community Board Facebook Page
Date	As of 29 September 2017
Total Page Likes	94 (previous report was 85)
Post topics	<p>18 August – shared the meeting and invited people to attend.</p> <p>18 August – shared SWDC FB post on the Notable Tree Schedule review..</p> <p>18 August – shared invite from Featherston Community centre for the DIA meeting.</p> <p>24 August – shared WREMO event “Business Continuity Workshop”</p> <p>28 August – shared NZTA link regarding road works.</p> <p>29 August – shared Keep New Zealand Beautiful Awards event.</p> <p>30 August – shared SWDC post about water off in Featherston</p> <p>1 September – shared Volunteer Wellington’s event “Employee Volunteering think tank 2017”</p> <p>1 September – shared GWRC event on proposed fair changes.</p> <p>5 September – shared WREMO heavy rain warning.</p> <p>10 September – shared NZ Transport Agency – Wellington update on road works on the hill.</p> <p>13 September – shared GWRC post on schools work on Donald’s Creek.</p> <p>14 September – shared SWDC post on receiving a valid petition for Wairarapa District Council.</p> <p>20 September – shared link to SWDC website re: Parks and Reserves Consultation.</p> <p>21 September – shared Bug hunt for the Stink bug.</p> <p>22 September – shared SWDC notice re road closure.</p> <p>22 September – shared WREMO post on getting prepared.</p> <p>25 September – shared NZ Transport Agency – Wellington’s post re: road works on the hill.</p> <p>25 September – shared SWDC website page on consultation of the Parks and Reserves Policy.</p> <p>26 September – shared Hutt City Council’s post re: flooding.</p> <p>26 September – shared Crown Infrastructure website on Rural Broadband.</p> <p>26 September – shared SWDC post re: Waihenga Bridge</p>

	opening. 28 September – shared WREMO’s post on getting your pets prepared.
Key issues	None.
Specific item/s for Community Board consideration	I’d like to put together a list of pages, like SWDC & WREMO that I can liberally share information from.
General	People can comment on posts. There is no way to turn this off. I monitor closely and so far only about 3 posts have comments and all are within posted guidelines.

MEMBER REPORT
for
Featherston Community Board Meeting
10 October 2017

Member Name	Robyn Ramsden
Group Name	Infrastructure & Planning Working Party Tour
Meeting Date	6 September 2017
Key issues from meeting	We walked around the Martinborough Town Square and looked at storm water issues and surfacing issues in the square. Discussed the refurbishment of the war memorial. Then we jumped in the van and saw a road in Martinborough that will get resurfacing. The Martinborough Waste Water Treatment upgrades and saw how they are going to spray to land. I took lots of pictures of this. We also visited the Dog pound in Featherston.
Specific item/s for Community Board consideration	<p>The dog pound in Featherston is clean and tidy. The kennels are, in my opinion, a reasonable size for animals held for a short period of time. They have a warm wooden house and are provided a blanket while in residence. They have access to clean water and are fed once a day. Yes the venue is sparse. Yes it would be very cold in the winter, as it has no roof over the whole area.</p> <p>In my opinion we should be asking for a refurbished shelter with a more secure facility. I understand the dog we saw was removed illegally a day or so after we visited.</p> <p>Not only would a refurbished facility provide and improved facility for the dogs held there but also increased security for our Council Staff.</p>
General	How can we encourage the Council to use walk on solar panels in the footpaths?

MEMBER REPORT
for
Featherston Community Board meeting
10 October 2017

Members Name	Dayle Harwood
Subject	Featherston Railway station
Specific item/s for Community Board consideration	<p>The following is my personal perspective as a result of various conversations with Railway station users.</p> <ol style="list-style-type: none"> 1. Review of Stop signs at intersection of Harrison Street/Johnston Street, as rules have changed, would give-way signs be more appropriate for vehicles leaving the station. 2. The growth in South Wairarapa has seen the car park regularly be full, this results in cars parking on both Harrison Street and Johnston Street. 3. Recently a user of station had their vehicle stolen, this highlighted the need for more security cameras covering the entire station
General	<p>The Railway station is the hub for Rail travellers from Featherston, Martinborough as well as Greytown, it is important that the station has sufficient parking, is a secure area and that vehicles can arrive and leave the car park both expediently and safely.</p> <p>I suggest that Featherston Community Board request further investigation from SWDC for point 1 as well as ask Greater Wellington Regional Council about future plans for additional parking and security camera's.</p>

5 September 2017

The Chair
Featherston Community Board
C/- South Wairarapa District Council
PO Box 6
Martinborough 5741

Dear Chair

Please find enclosed a copy of the latest *Voice* newsletter from the team at Victim Support.

This quarter's edition confronts a topic which makes many uncomfortable. A topic that is a major problem in New Zealand and many countries – sexual harm.

Sexual harm is amongst the most complex and challenging of Victim Support's work. It's also some of the most important.

Due to sexual harm being underreported, it's difficult to capture accurate statistics. It's estimated that as many as one in five women and one in seven men will experience sexual harm and that fewer than 10 per cent of sexual harm survivors report their assault to Police. Only 13 per cent of these reports lead to a conviction.

Those who chose not to, or feel unable to, report their experience or experiences to Police might choose to engage with Victim Support or another independent agency. Many more bottle it away and report it years later, or never at all.

It's very common for the perpetrator to be known to the victim, to have held a position of trust or standing in their family or community, compounding the challenges for survivors to reach out for help, and fearing they may never be believed.

Sexual harm is harrowing and without adequate support, can have a long-term impact on a person's life and their future wellbeing. It's important for survivors to know that there are people and organisations available who care deeply about them and are here to help.


"When a person does come forward for help, we focus our support on what they need, and what they want to do. We support them and ensure they have all the information they need so that when they do make decisions, they're making informed decisions," says Sheryl Robinson, Victim Support Central Area Manager.

In most parts of the country, Victim Support refers survivors to specialist sexual harm support providers for intensive support. However, many survivors rely on us for first response support, assistance through the courts, or for intensive support in parts of the country where no specialist agency is available.

As a friend of Victim Support, we hope you'll take a few moments to read about surviving sexual harm in this issue of our quarterly newsletter *Voice*. Our independent support has helped nearly 3,000 sexual harm survivors in the last year to find strength, safety, support, and when they are ready, justice.

If you would like additional copies of *Voice* for display or have any queries or feedback, please contact us at info@victimsupport.org.nz or on 04 474 9460.

Thank you for your ongoing support. Our work really does make a difference in people's lives.



Kevin Tso
Chief Executive



Thank you for your continued support.



SUPPORTING VICTIMS of Sexual Harm

The majority of sexual harm crimes go unreported, so much so that it's widely believed that here in New Zealand, only 9%

are reported to Police, and of those that go through the court process, 13% result in conviction.

Sexual harm victims can receive support from Victim Support and other agencies. While perpetrators should face the justice system, victims' needs are foremost and they can receive support whether the assault is reported or not. Of course, reporting to police as soon as possible means the investigation can start and vital forensic evidence is more likely.

"Due to the high level of under-reporting, it's very difficult to say exactly what the level of sexual harm is, but I'd tend to agree reported offences would be a single figure percentage, said Victim Support's Central Area Manager, Sheryl Robinson.

"There's many reasons for that. It might be that the victim feels they won't be believed or blamed, particularly if the perpetrator is a family member, high profile person or trusted member of the community. They might fear tearing their family apart. They might fear the court process, the discussion of the details, of how their friends, family and workmates will react. Of being discussed in public and on social media. If media reporting is uninformed, it can perpetuate age-old myths. More often than not, it'll be a combination of these factors that make it difficult for a victim to come forward," said Sheryl.

"So when a person does come forward for help, we focus our support on what they need, and what they want to do. We support them and ensure they have all the information they need

so that when they do make decisions, they're making informed decisions," said Sheryl.

"Considering the stereotypes and attitudes around sexual harm, it's not surprising that we're often dealing with historic cases.

A victim may have been in counselling and is now feeling they're able to make decisions and take action. Sometimes there's a ripple effect – when someone does come forward to say they're a victim of sexual harm, others feel they may now have the strength too, and importantly, that they will be believed," said Sheryl.

Historic timeframes can vary quite significantly, from months to many years.

There's several agencies around the country who can provide support to victims of sexual harm, with a lead agency appointed in each region. Victim Support is such in some regions, and can also provide support to victims to help them make informed choices and guide them through the Court process.

Victim Support
is always open
24/365

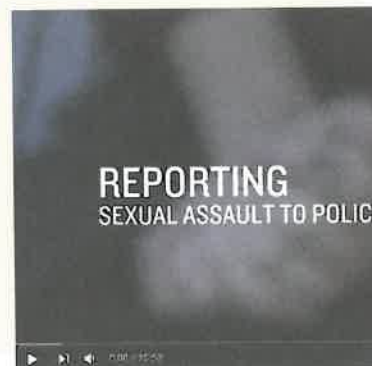
HELP WITH REPORTING

New Zealand Police has made a series of videos about reporting sexual violence.

They walk through the process of reporting sexual assault to Police. The first video, *Reporting Sexual Assault to Police*, follows a young woman as she and her mother go to their local Police Station to report an assault, and the people they interact with in that process, having taken that vital first step in reporting the crime.

Victims of sexual assault should not feel alone. Victim Support and specialist organisations like Rape Crisis are there to provide support, and can accompany them through this formal process.

The videos aim to debunk myths and alleviate fears about reporting sexual assault and encourage victims to go to Police. The videos can be found on the Police YouTube channel and the Sexual Assault section of police.govt.nz.



There is nationwide support for male victims of sexual violence, with Victim Support being the lead agency in the majority of regions.



From Kevin's desk

Earlier this year I received two items which perfectly encapsulated why the work organisations like Victim Support do to support survivors of sexual harm is so important.

The first was a letter from the mother of a sexual harm survivor. Victim Support and another specialist agency had worked together to help their family through undoubtedly the toughest experience of their lives. We helped them understand their rights, participate fairly and fully in the justice process, and find the strength to cope through trauma – strength that was badly needed as they relived their nightmare experience in court. Her comment of “I don’t know how we could have got through it without the support” is a common theme amongst the letters and emails we receive from people we’ve helped.

The very same week, I received a tragic story from overseas, of a similar family in an almost identical situation. Struggling alone to deal with Police and the courts, lives brought to a halt without support; the family made the extremely difficult decision to drop the charges laid against the perpetrator.

It’s examples like this that demonstrate the impact good support has on a person and their family. We may never get over life changing incidents, but Victim Support helps people get through. We’ll help people get through the aftermath of extreme trauma. We’ll help them find services in their community, participate fully and fairly in the justice system and provide information and guidance so they can make informed decisions. We believe no-one should suffer alone, and our highly trained volunteers and staff are here to help for as long as it takes. For free.

➔ **“We believe no-one should suffer alone, and our highly trained volunteers and staff are here to help for as long as it takes. For free.”**

In many parts of the country, Victim Support will refer a survivor of sexual harm to a specialist agency. However, some victims will prefer to come to us, particularly if we’ve supported them in the past. Victim Support is often the lead agency in regions where no specialist organisations operate, or – as we are open 24/7 – the first responder through the night until a specialist is available. Elsewhere, we may continue to provide support in court or help the victim receive financial assistance throughout a case.

Reporting family or sexual violence is immensely difficult for most victims and an often disparate and complicated process thereafter makes the journey more difficult. We are grateful for the work being done by Police and Justice sectors, but believe more must be done to really conquer the obstacles for sexual violence victims to be well supported and participate fairly and fully in the justice system.

Ngā mihi
Kevin Tso, Chief Executive



Be in to win!

Our Victim Support Lottery is on sale now!

The lottery is our annual national fundraiser, contributing to our work in communities all around New Zealand, every day.

“We’re thrilled to have Honda New Zealand partner with us once again,” said Victim Support CE Kevin Tso. “Their support enables us to have a fantastic first prize and a terrific draw card to the lottery. Who wouldn’t want to drive away in a brand new Honda HR-V S?”

“Purchasing a ticket not only puts you in the draw to win a new car, but also provides support to us and the work we do in communities nationwide,” said Kevin.

There’s a great line up of prizes, including the bonus prize of a trip for two to Fiji, so don’t miss out!

To buy tickets, get in touch with your local Victim Support office, download an order form from the Victim Support website, or call **0800 865 868** for more information.

COULD YOU BE THERE?

One volunteer Support Worker described their role as “the most rewarding thing you will ever do”, and plenty of others are inclined to agree.

Our volunteer Support Workers provide independent emotional and practical support to people during the toughest times of their life.

Could you do that? If the answer’s “yes”, call us for a chat, we’d love to hear from you. Alternatively, there might be occasional administration or fundraising work you can help with.

Call now on **0800 365 868** to get started on the most rewarding thing you will ever do.

In brief

- **THE HUGELY SUCCESSFUL INTEGRATED FAMILY RESPONSE (ISR) PROJECT IN CHRISTCHURCH HAS NOW BEEN OPERATIONAL FOR A YEAR.** Our Victim Support Christchurch team is a vital part of this project and have supported over 2,400 victims to stay safe since this project began.
- **OUR WAIKATO AND COUNTIES-MANUKAU TEAMS ARE ALSO WORKING HARD ON THEIR RESPECTIVE ISR AND WHANGAIA FAMILY VIOLENCE PROJECTS.**

OUR VOLUNTEERS: MIRIAM

After closing her practice, Manawatu based Miriam wanted to continue helping people.

A volunteer for three and a half years, Miriam works as a sexual violence and homicide specialist Support Worker.

Miriam noted that lately more of her cases were historic – having happened anywhere between a few years to perhaps 20 years ago.

“There’s a lot of reasons for this,” said Miriam. “Sometimes it’s because they were a minor at the time and now have the ability, the courage to come forward. Or it might be that the perpetrator was a family member, and another family member has come forward about being assaulted, and they now have the courage to do so too,” she said.

“There’s often so much complexity with sexual and family violence cases, which are often interlinked. The crime might be from an outwardly innocuous relationship where there was a reason to trust the perpetrator. Some of the family may say it never happened, with all sorts of family dynamics kicking in. Families can get torn apart over it, there’s self-blaming and often a hopelessness that they won’t be believed,” she added.

Whether supporting a victim throughout the process or for just their time in Court, Miriam’s focus is to support, protect, and even calm the victim so they can continue, particularly when in Court.

She described her contribution at this high time of need as “just a drop in the bucket”, but that hopefully she’s able to provide help, hope and some relief to those she supports.

Victim Support puts the victims’ needs first, and tailors support to them and their circumstances. In the Manawatu, Victim Support provides support for self-referrals, Court support and back-up for police referrals when the lead agency is unable. Given our 24/7, 365 service we’re also available when others are not, and with the low number of assaults reported, there is continuing demand from self-referring sexual violence victims.



“Providing Support Workers with resources and training really is vital.”

– Nige Cox, Learning and Development Manager

The ITP programme includes a full module on suicide trauma, and after practical experience candidates are invited to complete more advanced training on homicide, family and sexual violence.

The sexual violence programme is a mix of presentations, activities and interactive learnings. There’s powerful presentations by guest speakers from organisations impacting on these crimes - other sexual violence support agencies, the Police Adult Sexual Assault Officers, Court Victim Advisers, Police Prosecutors, and Doctors for Sexual Abuse Care.

“Providing Support Workers with resources and training really is vital to supporting people as best we can,” said Nige. “We know there’s often a correlation between family or sexual violence and other crimes, so we deliver this advanced training too. Combined with ongoing coaching from their Service Co-ordinator, Support Workers are equipped with the very nuanced skills needed to support survivors of sexual harm.”

If you would like to support Victim Support by donating to our training programmes, please do get in touch.

TRAINING IS VITAL

Our volunteer and staff Support Workers complete intensive training before starting any support work.

“Every day our Support Workers are working with people who are suddenly faced with very traumatic situations, so it’s critical our people are highly trained to provide the best support,” said Victim Support Chief Executive, Kevin Tso.

Led by Learning & Development Manager Nige Cox, Advisors Christine (CJ) Jones and Shelley Brunskill-Matson develop and facilitate training with volunteers and staff, nationwide.

All Support Workers and Contact Service staff undergo a four-day Initial Training Programme (ITP) to gain the knowledge and skills needed to meet the various situations they’ll face. In addition, Support Workers complete modules and case studies during the following year, as well as working a buddy system on call outs, to achieve the required competencies.

FINANCIAL SUPPORT

Financial grants are available to sexual violence victims to assist with emergency costs incurred immediately after the crime.

They can be used to replace clothing, repair damaged property or for emergency accommodation. There’s also funding for sexual violence victims to attend the trial, parole or other hearings.

Victim Support administers these grants on behalf of the Ministry of Justice and more information can be found on our website, or by calling our Contact Service on **0800 VICTIM**.



THANK YOU Rātā Foundation!

We simply can't support victims every day, without community organisations supporting us.

Rātā Foundation has supported our work in the Christchurch, Marlborough and Nelson areas over several years. Their most recent grant of \$35,000 has contributed toward our operational costs in these areas and to a fulltime Family Harm Support Worker in Christchurch.

"Rātā Foundation's grant really helps our organisation, especially at a time when our services in these regions are under drastic pressure, and it truly makes a significant difference to our ability to support thousands of people across Canterbury and the upper South Island at their most vulnerable times," said Victim Support Chief Executive, Kevin Tso.

Having local volunteers trained and ready to respond is vital, and the whole community benefits given anyone may suddenly need our assistance following unexpected crime or trauma.

Rātā Foundation provides grants for those organisations who align with its priorities and criteria under the four focus areas of Learn, Support, Connect and Participate.



StandBy



We're proud to announce we've recently partnered with Australia's StandBy – Support after Suicide.

Like Victim Support, StandBy are there to help people affected by suicide – friends, family, whānau – to cope through tragedy and rebuild their lives.

Our partnership will make it easier to get support after a suicide when friends and whānau live in both countries.

WELLINGTON WOWS!

Victim Support Wellington recently won the Health and Wellbeing category in the Wellington City Airport Community Awards.



Long standing volunteer Barbara Halliwell accepted the award with Wellington Service Co-ordinator Liz McLean. "I'm so proud of the team, they work very hard and always provide the best support they can. To be recognised so publicly, is tremendous," said Victim Support Area Manager, Paula Connolly.

The regional award winners will be announced in October – good luck Liz and the team!

In brief

- **CONGRATULATIONS TO WAIRARAPA VOLUNTEER JENNY TOSSWILL AND CENTRAL OTAGO VOLUNTEER JUDY ELLIOTT-HALL.** Both have received community recognition for their wonderful work. Well done Jenny and Judy!
- **WE PRESENTED A SELECT COMMITTEE SUBMISSION ON THE FAMILY AND WHĀNAU VIOLENCE LEGISLATION BILL.** There's still a way to go but the intent of the Bill is a move in the right direction.
- **AS A LEADING PROVIDER OF SUICIDE POST-VENTION SERVICES, WE ALSO PROVIDED SUBMISSION ON THE MINISTRY OF HEALTH'S SUICIDE PREVENTION STRATEGY.**
- **THANKS Z ENERGY FOR CHOOSING VICTIM SUPPORT AT 25 GOOD IN THE HOOD Z STATIONS.** The programme donates a share of funds to local charities doing good in their communities.
- **JOIN OUR CHARITY TEAM AND RUN THE 2017 ASB AUCKLAND MARATHON ON 29 OCTOBER!** There's half marathon and walk options too – contact robyn.scurrah@victimsupport.org.nz to discuss the details.

(Tear here)

Yes! Here is my donation to help victims of crime and trauma

Mr Mrs Miss Ms Other

Name

Postal address

Postcode

Phone

Email

The Privacy Act of 1993 requires us to advise you that we keep contact information of supporters on file to help us with fundraising. If you do not wish us to keep your information, please let us know.

Donate via internet banking to: BNZ 020500 0493163 00
Please ensure that you use your details as reference along with the code NL0817, so that we may acknowledge your gift.

Value of donation \$25 \$50 \$100 Other \$ _____

Gifts over \$5 are tax deductible

Cheque. Made payable to Victim Support.

Credit card. Please debit this amount to my credit card

Mastercard Visa Amex

Name of cardholder: _____

Card Number: _____

Expiry date: _____

Signature: _____

I wish to donate by automatic payment. Please send me details

I wish to make a bequest to Victim Support. Please send me details

I have left a bequest to Victim Support in my Will

104 Please return this form to
Victim Support, Freepost 100819, PO Box 3017, Wellington 6140

KittyCat Rehoming Wairarapa

46 Harrison Street West, Featherston 5710

kittycatrehoming@gmail.com

021 0843 8935

<https://www.facebook.com/KittyCat-Rehoming-Wairarapa-1454727591213614/>



7 September, 2017

Committee Secretary
South Wairarapa District Council
PO Box 6
Martinborough 5741

Dear Sir/Madam

Could you please pass on our thanks to the Featherston Community Board on their decision to grant KittyCat Rehoming Wairarapa funding of \$300 to assist us in setting up a website for our organisation. We are very grateful for this vote of confidence in KRW. Our organisation already has a strong presence on social media, but there are a number of persons in the wider community who do not have access to social media or simply just do not use it. However, these persons do use the internet and we believe that creating a website will make our organisation more accessible to these members of the public who want to help stray or abandoned cats in their care and for us to find loving homes for them.

The website will also assist us to raise additional funds for the continuation of our work in Featherston and other parts of the Wairarapa. We envisage that demand for our services, especially over the warmer months will increase and we will require this further funding.

We look forward to being able to unveil our website very soon. .

Yours sincerely,

Lee and Jim

Lee Priday and Jim O'Malley
KittyCat Rehoming Wairarapa

From: Rhonda Jones [<mailto:rjones@greytown.school.nz>]

Sent: Sunday, 17 September 2017 10:34 p.m.

To: Suzanne Clark - Committee Secretary <Suzanne.Clark@swdc.govt.nz>; Featherston Beautification Group <featherston.b.g@gmail.com>

Subject: Agenda item for Oct 11 Community board meeting

Hi Suzanne can I please have 5 mins or less to address the committee to request permission for a memorial park bench to be situated opposite the wind sculpture in Featherston. This has been requested by Peter Norden's family (A committee member of FBG and past Information Centre volunteer, church treasurer and I think he volunteered for a few other community groups also before dying of cancer.)

The family would like to donate a seat with a plaque in memory of Peter. FBG are happy to do the leg work to organise as the family members are living in Australia.

We are seeking two things. One permission for the seat in the above location and two funds from either Community Board or Council to cement it into the ground as was done for us with the two seats in Card Reserve. The family will pay for the seat itself.

We have suggested the same seat design we installed outside the Fell Museum as he was involved in this design. The black aluminium seat with a black train motive. We recommended the park area opposite the wind sculpture (still in the same triangle of park/grass) as not only does this allow for a place to sit and contemplate the artwork, thus improving the mainstreet but is also just across the road from the Information Centre where he had volunteered also and seems a fitting location.

We are trying to get this actioned for the family by early November as they will be travelling over from Australia for a family gathering and memorial.

I am happy to attend the meeting if needed, otherwise if the letter is enough just let me know.

Your faithfully

Rhonda Jones
Featherston Mainstreets Beautification Chairperson

From: Nim Grewal [<mailto:nimgrewal@hotmail.com>]
Sent: Wednesday, 20 September, 2017 16:41
To: Brenda West
Subject: Fw: Featherston Walkways and Reserves Trust

Hi Brenda,

Thanks for popping by the other day, it was good to talk to you about the football club and serendipitously about the blocked reserve access on Hart Street.

Here are my emails with Helen, where it appears that she's advised them that they shouldn't be blocking it, but they've decided to ignore and build a stone wall after this communication with Helen where she would be issuing a formal notice to them.

I made a submission to the Annual Plan 2016/17 to request that this be cleared and signs for the serve installed, but was advised that it would not be done as the priority was to clear up the main reserve only. This is odd as it's part of the reserve so why would it be ok for the adjacent owners to block it off for their private use?

As the blockage is still there, was an official notification to stop and clear the reserve ever made?

As no work has been started this fiscal year to clear it, could you advise if the Community Board is able to advise on when it can be cleared, and why the intentional blocking by plants / trees / stone wall is still there please?

Kind Regards,
Nim
022 0700 200

Featherston Community Board

Chair: Brenda West
99 Watt Street
Featherston 5710
06 308 6594



18 July 2017

Dear Vicky

Here is an update from the FCB meeting, I am sorry you were not able to be there. I presented the findings regarding scoping out the area for placement of the cage at SuperValue and the Mens Shed to the FCB. This was accepted with further concerns raised about the interface with the Transfer Station from Councillor Olds.

SuperValue and Mens Shed are fully supportive in helping with the can collection project, we would like to allow you to carry on with the project for Featherston.

Thank you for raising this very good idea and we hope that you have all the necessary support to progress your idea further.

Yours sincerely

A handwritten signature in black ink, appearing to read 'p. Bleakley'.

Claire Bleakley
Featherston Community Board Member
(06) 30 89 842
p.bleakley@orcon.net.nz

Featherston Community Board

Chair: Brenda West
99 Watt Street
Featherston 5710
06 308 6594



14 September 2017

Jennifer Muth
Featherston Schools' Cluster Group
C/O St Teresa's School
63 Bell Street
Featherston 5710

Dear Jennifer

The Featherston Community Board would like to thank you and Esther for bringing Jack and Fletcher to our recent meeting and to congratulate Jack and Fletcher on their excellent presentation of the Donald's Creek Project.

The Community Board fully support the proposed project and would like to extend an invitation to the Featherston Schools' Cluster Group to apply for funding. Funding applications are considered every second meeting, applications for 2017 close 1 October 2017 and 11 November 2017. An application form is attached to this letter.

Jack and Fletcher mentioned that they would like community involvement with planting. The Board think it would be an ideal opportunity to get older youth involved with community plantings and invite you to let Mark Shepherd (mtshepherd@xtra.co.nz) know when these events are being planned so he can organise some extra hands.

Yours sincerely

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

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

Featherston Community Board

Chair: Brenda West
99 Watt Street
Featherston 5710
06 308 6594



14 September 2017

Emily Greenberg
toemilygberg@gamil.com

Dear Emily

The Featherston Community Board would like to thank you for your correspondence regarding the proposed Council policy 'Community Groups Use of and Access to Council Parks and Reserves'. Members discussed some of your points with Mr Crimp at the meeting. The Community Board adopted the policy with a small amendment following advice from Mr Crimp that the policy would be circulated for public consultation.

Your correspondence to the Community Board will be considered as a submission to this public consultation (unless otherwise requested).

The process moving forward is for Council to consider the policy and adopt it for public consultation on the 20 September 17. Following a consultation period a hearing will be held and amendments to the policy will be made and presented to Council for adoption in December.

Yours sincerely

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

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

Featherston Community Board

Chair: Brenda West
99 Watt Street
Featherston 5710
06 308 6594



14 September 2017

Martine Bijker

martine.potato@gmail.com

Dear Martine

The Featherston Community Board would like to thank you for your correspondence regarding the proposed Council policy 'Community Groups Use of and Access to Council Parks and Reserves'. As the correspondence was received late members had not had time to consider it, but it will be used as a submission to public consultation on the policy (unless otherwise requested).

The process moving forward is for Council to consider the policy and adopt it for public consultation on the 20 September 17. Following a consultation period a hearing will be held and amendments to the policy will be made and presented to Council for adoption in December.

Yours sincerely

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

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