



Featherston Community Board

Minutes 5 June 2012

- Present:** Garry Thomas (Chair), Helen Barrow, Lee Carter (from 6:10pm), Phil Robertson (from 6:15pm), Cr Solitaire Robertson.
- In attendance:** Mayor Adrienne Staples, Dr Jack Dowds (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was held in the Family Works Centre, Featherston. The meeting was conducted in public between 6:00pm and 7:40pm.

PUBLIC BUSINESS

1. APOLOGIES

FCB RESOLVED (FCB 2012/23) to receive apologies from Cr Sexton.
(*Moved Thomas/ Seconded Cr Robertson*)

Carried

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. PUBLIC PARTICIPATION

There was no public participation.

4. COMMUNITY BOARD MINUTES/EXPENDITURE

4.1 Featherston Community Board Minutes – 1 May 2012

FCB RESOLVED (FCB 2012/24) that the minutes of the Featherston Community Board meeting held on 1 May 2012 be confirmed as a true and correct record.

(*Moved Cr Robertson/ Seconded Barrow*)

Carried

4.2 Matters arising

Mrs Barrow thanked Council for removing the recycling bins that had been located outside Adamsons.

FCB NOTED:

1. Action 296: Ensure back lawns of Anzac Hall are included in the Hall maintenance schedule; M Allingham.

DISCLAIMER

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

2. Action 314: Determine what the shed behind Anzac Hall is storing and whether it can be better utilised; M Allingham
- 4.3 Action items from previous meeting
Cr Robertson asked that investigation into reducing the size of the crossing wing blocking the Anzac Hall car park be undertaken.
- 4.4 Income and Expenditure Statement
FCB RESOLVED (FCB 2012/25):
 1. That the Income and Expenditure Statement to 30 April 2012 be received.
(Moved Cr Robertson/ Seconded Barrow) Carried
 2. Action 297: Request that Cross Creek Railway write a letter to accompany their donation; G Thomas
 3. Action 298: Contact SIPS to see if they still intend to place an ad in the Featherston Phoenix; G Thomas

5. OPERATIONAL REPORTS – COUNCIL OFFICERS:

- 5.1 Officers' Report to Community Boards
The Community Board reviewed the report and discussed liquor licensing and the ability of shops to sell liquor at any time of day.
FCB RESOLVED (FCB 2012/26):
 1. To receive the information.
(Moved Thomas/ Seconded P. Robertson) Carried
- 5.2 Featherston Swimming Pool Report
The Community Board reviewed the report and Cr Robertson noted that pool water quality was maintained to standard and that the pool report addressed design and other issues which were not required by law.
FCB RESOLVED (FCB 2012/27):
 1. To receive the information.
(Moved Thomas/ Seconded P. Robertson) Carried
 2. To recommend to Council that the covers on the Featherston Swimming Pool be replaced with covers that are efficient and easy to use (to ensure that the solar heating system is working to the best of its ability) and that the tiles as indicated in the report are fixed or that an alternative solution to correct the underlying problem is implemented. The Community Board acknowledged the other recommendations however due to the cost involved did not believe it was feasible to implement them in the short term.
(Moved Cr Robertson/ Seconded Barrow) Carried

DISCLAIMER

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

5.3 Community Response Plan

FCB RESOLVED (FCB 2012/28):

1. To receive the information.
2. To recommend to Council to implement the Community Response Plan.

(Moved Thomas/ Seconded Carter)

Carried

5.4 Adoption of Featherston Walkways & Reserves Trust Action Plan

The Community Board suggested that a plaque be placed on the large pine tree in the Featherston Domain with information about the tree's history.

FCB RESOLVED (FCB 2012/29):

1. To receive the information.
2. To adopt the Dorset Square Reserve, Otairua Reserve and Featherston Domain Draft Action Plans 2009.
3. To adopt the Memorandum of Understanding between the Council, Featherston Community Board and Featherston Walkways and Reserves Trust 2012.
4. To recommend to Council to adopt the Dorset Square Reserve, Otairua Reserve and Featherston Domain Draft Action Plans 2009.
5. To recommend to Council to adopt the Memorandum of Understanding between the Council, Featherston Community Board and Featherston Walkways and Reserves Trust 2012.

(Moved Cr Robertson/ Seconded P. Robertson)

Carried

6. Action 299: Determine whether the large pine tree in the Featherston Domain is in the District Plan register of trees, and if not arrange for it to be listed; G Bunny

6. ARATOI ARTWORK

Cr Robertson provided an update on the Aratoi artwork for Featherston project. An expression of interest document had been issued to artists and an artist had been selected from the responses received. The Community Board agreed that consultation should be undertaken and that the artistic concepts should be placed in the Featherston Library alongside feedback forms. Other forms of public notification should be investigated.

7. WAIRARAPA GOVERNANCE REVIEW

Mayor Staples gave an overview of the next steps in the Wairarapa Governance review project and an update on the proposed changes to the Local Government Act which was expected to be adopted by November 2012. Mayor Staples said financial investigations into the Governance Review Report findings were still to be undertaken and once these had been completed a better picture of the proposed options could be taken to the wider public.

DISCLAIMER

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

8. DRAFT LTP 2012/2022 COMMUNITY BOARD SUBMISSION

Mr Thomas asked members to advise him of items to be included in the Community Board LTP submission. Mr Thomas undertook to make a submission on behalf of the Board.

9. COMMUNITY BOARD/COUNCILLORS REPORTS

Phil Robertson

Mr Robertson gave a verbal report from a meeting of the Featherston Walkways & Reserves Trust.

Lee Carter

Mrs Carter had nothing to report.

Mrs Barrow

Mrs Barrow had nothing to report.

Cr Robertson

Cr Robertson asked council officers to investigate business use of footpaths and motorist visibility in Featherston.

Garry Thomas

Mr Thomas had received a quote of \$8,000 for the picnic shelter planned for the Featherston War Memorial site and undertook to seek additional funding via grants.

FCB NOTED:

1. Action 300: Undertake a patrol of the Featherston area and determine whether there is a balance between businesses occupying footpaths and right of way for pedestrians; G Bunny
2. Action 301: Review motorist visibility on the corner of Daniel Street and State Highway 2; M Allingham

10. CORRESPONDENCE

The Community Board noted that the correspondence from the Card Reserve Artificial Trust should be attached to their LTP submission.

10.1 Inwards

Card Reserve Artificial Trust to SWDC and FCB dated 28 May 2012.

FCB RESOLVED (FCB2012/30):

1. To receive the inwards correspondence.
(Moved Carter/ Seconded Thomas)
2. Action 302: Trim and top the shelter belt hedge in Card Reserve (not that it should not be removed as it is a wind break); M Allingham

Carried

DISCLAIMER

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

11. FINANCIAL ASSISTANCE

11.1 Access radio

The Community Board noted that the application did not fit the grants criteria and stated a preference for financially supporting projects which are of benefit to the wider community.

FCB RESOLVED (FCB 2012/31) to decline the grant application from Access Radio.

(Moved Cr Robertson/ Seconded Barrow)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

DISCLAIMER

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

Featherston Community Board
Action Items List
From 5 June 2012

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
539	FCB	15-Mar-11	Action	Garry Thomas	Provide a written report to Officers on footpath development priority and identify any other areas where new footpaths should be placed	Open	
1060	FCB	22-Nov-11	Action	All	The Community Board undertook to meet and clarify funding criteria on the grant application form	Open	
17	FCB	31-Jan-12	Resolution	All	FEATHERSTON STREET FLAGS FCB RESOLVED (FCB 2012/06): 1. That the purchase of flags for permanent display along Featherston Main Street be put on hold for review in July 2012. (Moved Barrow/ Seconded Thomas) Carried	Actioned	
114	FCB	13-Mar-12	Action	Garry Thomas	Write to the Featherston Main Streets Beautification Group and the Featherston Covered Pool Group and advise them of the outcome of the Community Board meeting	Open	
116	FCB	13-Mar-12	Action	Cr Robertson	Find out the status of Featherston Wi-Fi including the information centre domain not being connected	Open	
217	FCB	1-May-12	Action	Mark	Look at the pedestrian crossing islands by St Teresa's School and Anzac Hall and investigate if anything can be done to improve access to the Anzac Hall car park	Actioned	25.5.12. Crossing islands installed at the request of the Police for the childrens safety. 10/7/12 Access will remain unchanged.
218	FCB	1-May-12	Action	Mark	Arrange for an arborist to look at the monterey pines in the vicinity of the Featherston Skatepark to provide advice on trimming them for tree health and public safety	Actioned	10/7/12 Arborist report advised that the Monterey pines be trimmed and the oak be felled. Work will be scheduled in the 12/13 financial year.
296	FCB	5-Jun-12	Action	Mark	Ensure back lawns of Anzac Hall are included in the Hall maintenance schedule	Actioned	29.6.12. Back lawns are included.
297	FCB	5-Jun-12	Action	Garry Thomas	Request that Cross Creek Railway write a letter to accompany their donation	Open	
298	FCB	5-Jun-12	Action	Garry Thomas	Contact SIPS to see if they still intend to place an ad in the Featherston Phoenix	Open	
299	FCB	5-Jun-12	Action	Glenn	Determine whether the large pine tree in the Featherston Domain is in the District Plan register of trees, and if not arrange for it to be listed	Actioned	The large pine tree - Pinus Radiata - is already listed with some other trees in the Featherston Domain under Ts057 in the District Plan.
300	FCB	5-Jun-12	Action	Glenn	Undertake a patrol of the Featherston area and determine whether there is a balance between	Actioned	Bylaws officer has visited identified sites and spoken with the owners or operators. 2nd

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					businesses occupying footpaths and right of way for pedestrians		hand shop is wrting to Council for permission to continue to expose articles for sale. Will monitor.
301	FCB	5-Jun-12	Action	Mark	Review motorist visibility on the corner of Daniel Street and State Highway 2	Open	29.6.12. Officer to raise at next NZTA Liaison meeting.
302	FCB	5-Jun-12	Action	Mark	Trim and top the shelter belt hedge in Card Reserve (not that it should not be removed as it is a wind break)	Open	29.6.12. Officer to obtain a quote from John Cummings.
314	FCB	5-Jun-12	Action	Mark	Determine what the shed behind Anzac Hall is storing and whether it can be better utilised	Actioned	10/7/12 Small shed has garden equipment – is under floor/boiler room suitable for storage?

[illegible]

		Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12
INCOME												
Balance 1 July 2011		13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47	13,180.47
Annual Plan 2011/12		20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00
Tfer from FSTN book Sales						6,722.13	6,722.13	6,722.13	6,722.13	6,722.13	6,802.08	6,802.08
Misc income FSTN promotional						300.00	300.00	300.00	300.00	300.00	300.00	300.00
Funds for annual Xmas Parade						434.78	434.78	434.78	434.78	434.78	434.78	434.78
Cross Creek Railway - Security Cameras									869.57	869.57	869.57	869.57
The Lions Club of Fstn - Xmas Parade										217.39	217.39	217.39
Donation x Mayoral fund											1,000.00	1,000.00
TOTAL INCOME		34,110.47	34,110.47	34,110.47	34,110.47	41,567.38	41,567.38	41,567.38	42,436.95	42,654.34	43,734.29	43,734.29
EXPENDITURE												
Members' Salaries		673.50	1,366.64	2,049.96	3,243.70	4,093.88	4,944.06	5,794.24	5,466.59	6,149.91	6,833.23	7,516.55
Members' Expenses		-	-	-	-	-	-	-	-	-	-	-
Total Personnel Costs		673.50	1,366.64	2,049.96	3,243.70	4,093.88	4,944.06	5,794.24	5,466.59	6,149.91	6,833.23	7,516.55
Printing.com - H Barrow business cards		102.50	102.50	102.50	102.50	102.50	102.50	102.50	102.50	102.50	102.50	102.50
Petty Cash - Info Centre		40.09	40.09	140.09	140.09	140.09	140.09	214.79	293.31	346.81	346.81	346.81
Telephone - Info Centre		79.97	159.30	239.16	239.16	239.16	398.57	477.82	477.82	556.32	634.77	713.77
Wages - Info Centre Staff				1,235.52	2,260.44	2,990.52	2,822.04	2,822.04	2,822.04	2,822.04	2,822.04	2,822.04
Sign Factory - Banner					600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00
Wairarapa Times-age - Consultant FCB for RWC					182.40	182.40	182.40	182.40	182.40	182.40	182.40	182.40
Dittmer Earthmovers - Campervan					3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
Featherston Phoenix					90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00
Local Government - Community Board Levy 11/12						166.66	166.66	166.66	166.66	166.66	166.66	166.66
Masterton Brass Band - Fstn Xmas Parade							200.00	200.00	200.00	200.00	200.00	200.00
Petty Cash - Fstn Xmas Parade							700.00	700.00	700.00	700.00	700.00	700.00
Banner signage/xmas signs							606.88	606.88	606.88	606.88	606.88	606.88
Robertson Sol - Fstn Xmas Parade expenses								360.80	360.80	360.80	360.80	360.80
Safe Guard Alarm - CCTV System Fstn										3,500.00	3,500.00	3,500.00
Total General Expenses		222.56	301.89	1,717.27	7,114.59	8,011.33	9,509.14	10,023.89	10,102.41	13,734.41	13,812.86	13,891.86
Featherston Community Centre					130.43	130.43	130.43	130.43	130.43	130.43	130.43	130.43
Featherston Community Patrol					500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
NZ Council of Victim Support										500.00	500.00	500.00
Wairarapa Maths												200.00
Total Grants		-	-	-	630.43	630.43	630.43	630.43	630.43	1,130.43	1,130.43	1,330.43
TOTAL EXPENDITURE		896.06	1,668.53	3,767.23	10,988.72	12,735.64	15,083.63	16,448.56	16,199.43	21,014.75	21,776.52	22,738.84
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE		33,887.91	32,441.94	30,343.24	23,121.75	28,831.74	26,483.75	25,118.82	26,237.52	21,639.59	21,957.77	20,995.45
LESS: COMMITMENTS												
Salaries to 30 June 2012		9,890.50	9,197.36	8,514.04	7,320.30	6,470.12	5,619.94	4,769.76	5,079.41	4,414.09	3,730.77	3,047.45
Emergency Fund		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00
Information Centre domain name etc		1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Community Centre - Clean Up Featherston Day				150.00								
2011 Christmas Parade				1,500.00	1,500.00	1,500.00	1,500.00					
Chor Farmer Donation for Garden of remembrance						1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
Community Board Conference											800.00	800.00
Total Commitments		12,890.50	12,197.36	13,164.04	11,820.30	12,470.12	11,619.94	9,269.76	9,579.41	8,914.09	9,030.77	8,347.45
BALANCE TO CARRY FORWARD		20,323.91	20,244.58	17,179.20	11,301.45	16,361.62	14,863.81	15,849.06	16,658.11	12,725.50	12,927.00	12,648.00

FEATHERSTON COMMUNITY BOARD

17 JULY 2012

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To update the Community Board/Committee on the Corporate Support, Planning and Environment and Infrastructure and Services activities.

Recommendations

Officers recommend that the Board/Committee:

1. *Receive the information.*

CORPORATE SUPPORT

1. Executive Summary

The draft long term plan was adopted on 8 May and the submission process has been completed. This has included public meetings, collation of the submissions and commentary on those submissions that required input.

Progress is being made on the replacement local authority software suite. After the tender process, which included two days of presentations with the shortlisted vendors, NCS were selected as the preferred supplier. Implementation of the key modules will be 1 July 2012, the remaining modules shortly thereafter.

The archiving project is progressing, with phase two now underway.

The vehicle storage area has been complete and the staff recreation area is nearing completion

2. Discussion

2.1 LTP

The consultation phase of the LTP has been completed, with four public meetings held; submissions received, collated and commented on where necessary and Council hearings and deliberations meetings held.

Audit New Zealand were onsite during the week commencing 25 June for final signoff. Final adoption was 27 June.

2.2 Operating System Replacement

Following the request for Proposal process, NCS were selected as the preferred vendor.

The implementation process has commenced and is progressing well.

Go live for most of the modules will be July 1 2012 (there is never a good time). The remaining modules will be implemented shortly thereafter.

We will be preparing the annual report out of the old ACS system. This is still supported and has a couple of key benefits including backup should the NCS implementation stall. Also, if we were to try and prepare the annual report out of the new system, audit would spend a considerable amount of time reviewing the transfer of data prior to the commencement of the actual audit.

The audit of the transfer of the data can be undertaken at a more convenient time.

2.3 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 19 June 2012, and excludes multi ownership Maori land.

Date	Amount \$'000	Number	Days since instalment due	SWDC component \$'000 (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591

It is encouraging to note the amount outstanding is at the lowest level for a year. While the number of properties in arrears is still relatively high, we have made some progress on those ratepayers who owed a significant amount.

Of the 632 properties in arrears, approximately 160 are paying a regular amount towards their arrears, and 70 have balances less than \$100

2.4 Archival Project

The archiving project is progressing, with stage one being completed, stage two has commenced.

Stage two of the archive project is to physically process the council's archives so they can be accessed and securely preserved to comply with legal requirements and the council's policy.

2.5 Photocopier replacement

Work has commenced on the replacement of our photocopier fleet. We are somewhat fortunate with the timing of the replacement as local authorities recently became eligible for the "all of Government" pricing, which is (apparently) significantly cheaper than we would otherwise have been able to achieve.

This will be a fairly involved process and will take a while to work through, and other matters do need to take priority.

PLANNING AND ENVIRONMENT GROUP REPORT

1. Planning

1.1 Resource Consents

Officers received 17 consent applications since 1 May 2012. 14 consents were approved since 1 May (5 of which were received in April) all within the statutory timeframes. Officers now provide detailed fortnightly updates on all consents direct to Councillors and Community Board members, so consent details are not listed here.

1.1.1. Private Plan Change 3858 appeal

Private Plan Change 3858 was approved by Council but appealed by NZTA. The appeal has been resolved and the amended rules to reflect the agreement will be approved by the court soon.

1.1.2. GE & CJ Tyer Coastal Subdivision application

Resource consent application number 3993 has been placed on hold at the request of the applicant. The hearing that was scheduled for 7 June 2012 is postponed until early August, the time and date to be confirmed.

1.2 Policy

1.2.1. Reserve Management Plans

The Martinborough Square Reserve Management and Development Plans were re-notified on 21 March 2012 and submissions closed on 30 May 2012. A hearing was held on 4 July 2012.

1.2.2. Bylaws

Officers will meet with Masterton District Council to discuss the completed Draft Bylaws, which will then be submitted to Council for approval to go ahead with public consultation. Note: The Bylaws will be submitted to Councillors electronically after the 27 June 2012 meeting.

1.2.3 Community Response Management Plans

At the last round of Community Board meetings a draft document was circulated to be commented on. The plan details key information, people and actions in order with a view to helping a specific community be self-sufficient for a period of three days in the event of an emergency.

2. Building

2.1 Building consents

Processing statistics for: 1 March 2012 – 31 March 2012

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	30	311	34	N/A
Consent processing performance (within 20wd's)	100%	100%	96.97%	90%
COA processing performance	50%	66.67%	0%	N/A
CCC processing performance	100%	99.64%	97.37%	100%

Consents granted by project: 1 May 2012 – 31 May 2012

Code	Type	Avg. Duration (Days)	No. of consents	Value
AH	Single Story Stucco/Txt Ct etc with P&D	15	1	400,000
MA	Solid Fuel Heater	6.8	13	57,917
MB	Minor Plumbing Work	7.0	3	23,708
MD	Drainage Work – New Effluent Systems	21.0	2	18,160
ME	Wet Area Shower (Vinyl Floor)	7.0	1	14,673
NE	Single Story Stucco/Texture Coat etc – Urban	14.5	2	617,500
NF	Single Story Stucco/Texture Coat etc – Rural	3.0	1	350,000
NS	Single Story Stucco/Texture Coating/Ply Rural detached Garage	15.0	1	450,000
RA	Relocated Residential Dwelling - Urban	3.0	1	10,000
RB	Relocated Residential Dwelling - Rural	13.0	2	134,000
SA	Garden Sheds/Retaining Walls/Carports	13.7	3	15,000
SC	Minor Farm Buildings	8.9	8	125,100
SD	Large Farm Buildings	20.0	1	18,500
SF	Proprietary Garages Standard	16.5	2	29,690
SI	Proprietary Garages & sleepout - inc P/D	2.0	1	50,000
SL	Residential Repile	4.0	2	21,000
		10.0	44	2,335,248

COA Certificate of Acceptance

CCC Code Compliance Certificate

Building consent numbers from 1 July 2011 to 11 June 2012 show as 289. For the same period the year before the number was 329.

2.2 Enforcement

None to report

2.3 Policy

None to report

2.4 Other matters

Licensed Building Practitioners (LBP)

Recently officers attended a cluster group meeting where representatives from the Department of Building & Housing (DBH) were present. The DBH asked several questions about issues Building Consent Authorities (BCA's) are facing since the introduction of the Licensed Building Practitioners (LBP's) scheme. From the response from each BCA it is clear that there is a continuing frustration with the level of detail being supplied from the designers to show compliance with the NZ Building Code for the building consents being submitted. It was also identified that the level of knowledge from the builders is also lacking. It will take a considerable amount of time before LBP's become fully competent and that there was a lack of training provided in the industry to learn about building code requirements.

On-line consenting

A request has been made by the DBH to attend our next cluster group meeting to discuss the proposed on-line consenting scheme. The Department, in collaboration with Land Information New Zealand, along with the Ministry for the Environment, is in the early stages of investigating the concept and feasibility of developing an integrated online strategy that will utilize smart technology that links all aspects of the construction process, from design through procurement and construction and maintenance, to achieving productivity gains and quality improvements within the built environment.

A key component of this initiative is the development of a National Online Consenting system. It is hoped the new system can be introduced in the 2013/1014 financial year.

It would introduce a centralised, paperless, internet based hub that receives, captures, and allows consistent processing of all building consent applications. Processing of consents, including inspections, will be conducted by Building Consent Authorities.

The final aim is a service that provides for, and facilitates, the 'end-to-end' processing of consents using standard forms and consenting processes to provide applicants with a common experience, regardless of which Building Consent Authority (BCA) receives their consent application.

Forms

Two new national building consent application forms will be implemented on the 1 July 2012. Several lower North Island BCA's have already implemented the forms. It has been decided that we will review our other application forms and checklists to see if these can be amended so everyone is using the same forms. This will create consistency between the lower North Island BCA's.

Earthquake Prone Building Policy

Council officers met with representatives from the other TA's, Civil Defence staff, and various building industry practitioners and engineers last week to discuss building specific emergency response issues. Out of that meeting it has been

decided to work towards an improved combined EQP building policy that can better address at risk buildings.

Additionally a focus group was formed to make progress in preparedness for an emergency event. This group will collate a comprehensive list of key infrastructure and buildings, and key building industry personal throughout the Wairarapa. These lists will be actively managed and kept up to date, and the identified people with key skills will be contacted and a network developed to aid efficient response capability.

3. Environmental Health

3.1 Liquor Licensing

18 Liquor licenses were issued in May 2012

Council officers are currently working with both Carterton and Masterton District Councils to update and standardise the liquor licensing forms for the Wairarapa.

3.1.1. Alcohol Reform Bill Update

The way forward for the Alcohol Law Reform Bill is now set in place. The Bill will be back in the house sometime in July for debate by the whole of committee. This will take 5-6 sitting days. There are numbers of supplementary papers with 'fixes' that have been identified. There will be a conscience vote on purchase age. The revised Bill will be re-written and will come back to the House within another 4 weeks for the third and final reading and will be given Royal Assent(RA). At RA the Bill will be named The Sale and Supply of Alcohol Act. The LLA will become the Alcohol Regulatory Licensing Authority (ARLA). At 6 months from RA ARLA is to be operational and applications will be required to meet the new criteria. ARLA will determine contested applications based on the new criteria. AT 12 month from RA the District Licensing Committees (DLC) will need to be operational and able to process and hear unopposed and contested applications and the rest of the Act will come in to force.

For transition purposes applications will be dealt with as follows:

- Up to and until 6 months from RA SOLA.
- From 6 months to 12 months SOLA PLUS new criteria
- From 12 months Sale and Supply of Alcohol Act (SSAA) plus any LAP restriction if the LAP is in place.

CEOs and Mayor will be /have been told they need to turn the attention to what is coming and start thinking about the makeup of the DLC and an LAP.

LGNZ and Ministry Of Justice are keen to swing behind TAs and assist with generic templates and advice.

MOJ are developing a risk based fees matrix that TAs will apply to applications.

3.2 Food Bill update

The latest report from meetings with MPI (formerly MAF and NZFSA) is that there has been no further progress through parliament but it is the Ministers top priority. A reading may be held in September 2012 with a commencement for the Act 12 months from royal assent.

3.3 Noise control

14 noise complaints were received during May 2012.

Eleven for Featherston, three for Greytown and none for Martinborough.

3.4 – Emergency Management

Both EHO's attended a Regional Public Health emergency preparedness workshop held at WEMO Wellington. The purpose of this was to identify how public health and environmental health risks would be managed in an emergency with a focus on the lessons from Christchurch.

3.5 By-laws and animal control

3.5.1. Overhanging trees

Fourteen notices have been sent out for overhanging vegetation. Twelve have been resolved to date.

3.5.2. Dog and stock control

32 Dog complaints were received during May 2012.

Thirteen in Featherston, eleven in Greytown and eight in Martinborough.

Bylaws officers are also currently dealing with two sheep attack incidents in Featherston. Three sheep have been mauled. It is likely that a single dog is responsible. The investigation is proceeding.

A wandering dog that has been the subject of many complaints from several Featherston residents has finally been caught. The dog has since been signed over to Council and has been removed from the District.

Contact Officer: Glenn Bunny, Group Manager Planning & Environment

INFRASTRUCTURE AND SERVICES GROUP REPORT

1. Asset management

The new Asset Management position and change to the Infrastructure and Services group is underway. The new position descriptions have been accepted and the advertising of the new positions will be take place shortly.

The initial focus will be on an accumulation of information on existing projects, schemes, plans, consent conditions etc. This will be the foundation of the projects delivery going forward.

Work has continued on the asset modelling system with 3 waters, buildings, roads and playgrounds now in as first cut data. Finding accurate condition data has been difficult and some information will need to be collected as part of the development of the new contract schedules.

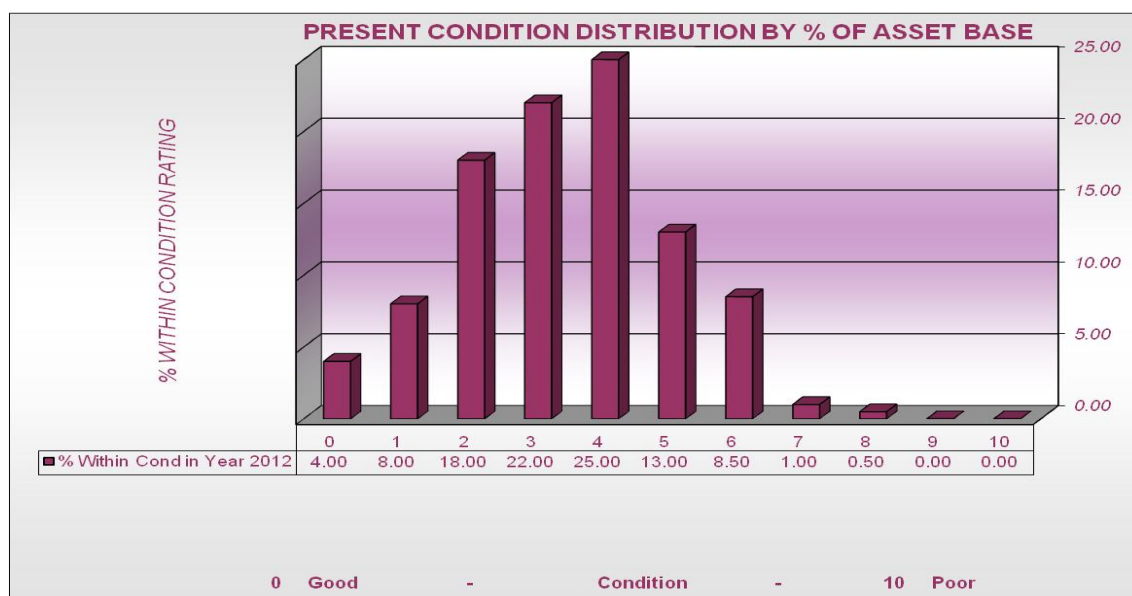
The format below showing waste water pumps will be how the information is represented and developed. It will form part of the future asset management plans for assets groups and feed into future Annual Plans Long Term Plans.

Summary of Modelling Results for: Waste Water Pumps & Valves

Table No IAS 1 Asset Performance

Within the Waters

Characteristic	Figure	Exp. Range	Characteristic	Figure	Exp. Range	% of Demand Type Being Met	% of Demand Type Being Met
Present Annual Renewal Expenditure	\$52,000	N/A	Present Annual Renewal Demand From Modelling	\$59,807	N/A	% of Present Demand Met	86.95%
Total Asset Group Quantity	1	N/A	Av Annual Renewal Demand (Long Term)	\$55,194	N/A	% Long Term Demand Met	94.21%
Units	No	N/A	Av Unit Renewal Cost in \$/Unit	\$2,759,717.52	N/A		
Total Cost to Renew the Whole Asset Group in \$	\$2,759,718	N/A	% at and above Intervention Level (In Poor Cond)	1.50%	0 to 10%		
Annual Maintenance Exp.	\$0	N/A	Present Value of assets above Intervention	\$41,396	N/A		
Retreatment Intervention Condition Level	7.00	7 to 10	% at & Under Cond 2 (%In Excellent Cond)	30.00%	< 35%		
Return Cond Level following Renewal	2.00	0 to 4	Largest Individual % in Starting Condition Dist.	25.00%	< 30%		
Life to Condition 10 in Years	50.0	10 to 250	St Dev of Condition Distribution	9.20	< 10.0		
Life in years to Intervention Level	41.0	10 to 250	Condition Distribution Accuracy Indicator	2.30	< 5.5		



2. Contracts

2.1 Utilities and Facilities Management

The following schedule is still on track for delivery. One tender has withdrawn and the remaining tenderers are currently reviewing facilities for pricing.

Proposals Close	25 June 2012
Initial Evaluation by the team. Individuals to complete prior to this.	9/10 July 2012
Presentations from Submitters	16/17 July 2012
Site Visits	19/20 July 2012
Shortlist Top Two	23/24 July 2012
Price Clarification	25/26 July 2012
Preferred Submitter(s) Recommended to Chief executive	27 July 2012
Preferred Submitter Notified	27 July 2012
Negotiations	30 July 3 Aug 2012
Chief Executive Approval	3 Aug 2012
Council Approval	8 Aug 2012
Tenderers Notified	10 Aug 2012
Contract Commences	1 Oct 2012

Detailed reviews are taking place on the Anzac Hall and the three pools to review current standards, work required and the development of a maintenance management plan. These plans as developed, will fold into the new contract as maintenance schedules and inspection programs to proactively deal with asset management requirements.

Once negotiations are underway, discussions will be held with the CE and/or Council to ensure the changes to service levels (used to moderate price) is acceptable to the community.

3. Consents

3.1 Consent meetings

Regular meetings are being held with Greater Wellington Regional Council on all consents, current and future renewals.

The Regional Councils' focus remains that Council must continue to achieve compliance where non-compliance has existed previously; and that in regard to the new consent applications where required Council must commit and demonstrate a commitment to improved environmental outcomes Significant Water Consents.

3.1.1. Wastewater

The consent application lodgement for the Greytown WWTP and the latest timeline indicates lodgement by end of September 2012.

The new AEE and consent application lodged for the Martinborough WWTP consent renewal is under development and is expected to be re-lodged by mid July. The Featherston WWTP consent renewal application has been submitted. Greater Wellington has accepted the application but is developing a Section 92 request for further information in regard of the consent application. It is expected that this request will require Council within the time frame of the consent (term requested is eight years) to provide tertiary treatment infrastructure that will reduce adverse effects on the receiving environment.

This means that Council will have to offer up the commitments and timelines necessary to achieve this in line with its proposed long term strategy and proposed medium term capital expenditure programme.

3.1.2. Water Takes

The water take consents for Greytown and Martinborough community water supplies were lodged before the end of March 2012. Council has since provided further information for both consents in relation to usage (domestic, non-domestic and irrigation) within the communities and processing of the application continues

3.2 Other consents

The Martinborough landfill consent has been submitted and further information has been requested. The Regional Council have requested that consent applications be lodged to legitimise the current green-waste shredding and cover operations at the Martinborough Site.

An exercise has been undertaken to identify the most cost effective option i.e. the status quo where all green-waste is taken to the Martinborough site and mulched for cover or alternatively freight green waste (un-processed) to Nursery Road Masterton. Masterton District Council's current gate fee of \$62.00 per tonne of green waste make this option not so attractive, however until the consent conditions are made clear this remains one option for the future.

4. Utilities

4.1 Wastewater

4.1.1. Operations

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

Four pipeline blockages were reported and rectified during the period.

4.1.2. Water Supply Capital

No capital works programmed or implemented during the period.

4.2 Water Supply

4.2.1. Operations

Leak detection work has been completed in Martinborough water supply network with no major leaks found but a number of smaller leaks around

services pipes and the smaller diameter pipelines. Repair work for these items has been scheduled and is underway.

This completes the in reticulation leak detection work for the three serviced areas which ought to be conducted on at least a three year cycle.

Community water usage records and trending is attached for Council's information.

4.2.2. Capital

Bore water availability investigation continues at Woodside and Underhill Roads with some early indication of good potential at Woodside Road close to the Ultra-filtration Plant

4.3 Water Races

Water races operated normally during the period.

The Three Waters Focus Group recently expressed a wish that the Council undertake a review of the water race network within the District:

The objects of this review include:

- Optimal use of the systems
- Possible Opportunities to extend benefits to existing users
- The development of a range of recommended actions for the future purposes of the system(s)

4.4 Waste Management

4.4.1. Operations

Operations continued without incident throughout the period. Waste export and recycling tonnage data for the period is attached.

5. Roding

5.1 Roding maintenance – Oldfield Asphalts

Routine maintenance is satisfactory; Oldfields are grading unsealed roads, fixing potholes and straightening signs.

Significant other recent works include;

- Renewal of signs on the Greytown Bidwills Rd.
- Metalling of unsealed roads. 8000 cu m of metal has been produced and was spread during May and June.
- Replacing old an inadequate culverts, 4 in recent weeks

The frequent repair of slumping of the White Rock Road on Ushers Hill is continuing on an almost weekly basis.

Oldfields have also repaired slumping on the Te Awaiti Rd at the "Glue Pot".

On the Cape Palliser Road at the Whatarangi Cliffs, Oldfields are constructing a retaining wall above the boulder beach to protect the road and cliff from rain

and wind erosion. This may be the first of several walls required over the next 10 years.

6. Parks and Reserves

Routine maintenance is satisfactory and Transfield's response to requests for additional works has been prompt.

7. Property and Facilities

7.1 Properties

Featherston Information Centre – Exterior works continue. Window repairs and restoration of the front doors are underway and the exterior will be painted by mid June.

Featherston Library – The ramp has now been completed.

Pain Farm Cottage – Insulation has now been installed in the ceiling.

7.2 Pensioner Housing

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

7.3 Swimming Pools

Thompsons Fibre glassing has produced reports on the current condition for SWDC's three pools and maintenance required to bring them up to current pool standards. These reports have been issued to the Community Boards for their review. The next step is to prioritise required works and draft a works programme for review and approval.

7.4 Cemeteries

Featherston Cemetery Extension Stage 1 shelter belt planting has been completed. Fencing to protect this planting is underway.

A new ashes wall is currently being built in Featherston Cemetery.

7.5 Camping Grounds

Greytown Camp Ground lease was awarded to Neil and Anne Smith. Lease negotiations are underway with the lease due to commence 1 July 2012.

7.6 Leases and Licenses

Pain Farm Land Tender – This tender closed on 14 May 2012 and was awarded to Mike Moran (incumbent leasee). Lease commenced 1 June 2012.

Stella Bull Park Building – Expressions of Interest have been called for the Stella Bull Park Building (currently the Wairarapa Wine Centre) and proposals are due mid June. The current lease is due to expire 31 July 2012.

8. Libraries

8.1 Statistics all Libraries

Refer appendix 1 for statistics:

- Issues
- Transactions
- New Borrowers

- Wifi Internet Usage
- Summer Reading Programme
- Door Count

9. Appendices

Appendix 1 – Statistics all Libraries

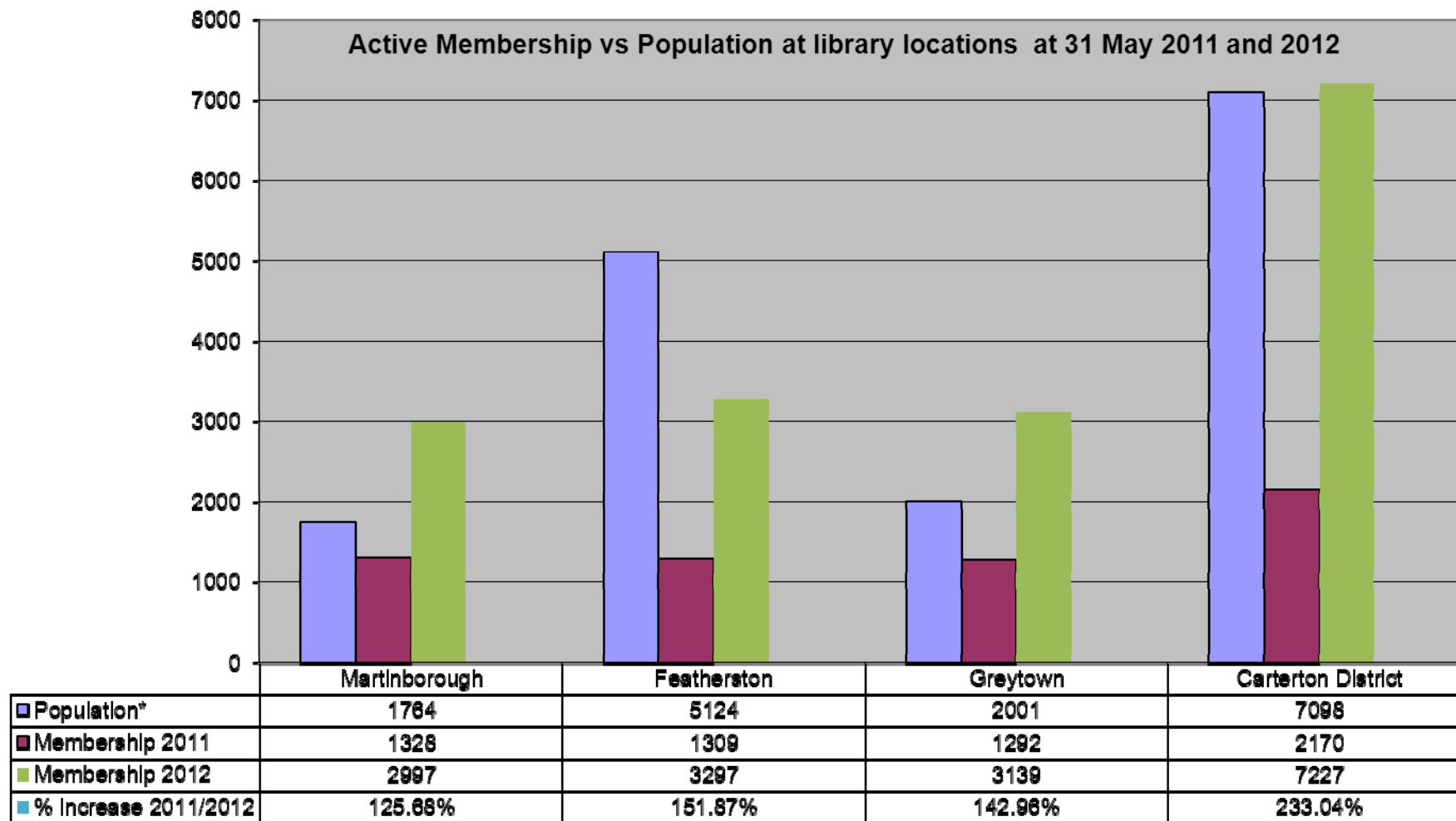
Appendix 2 – Monthly Water usage

Appendix 3 – Waste exported to Bonny Glen including Recycling

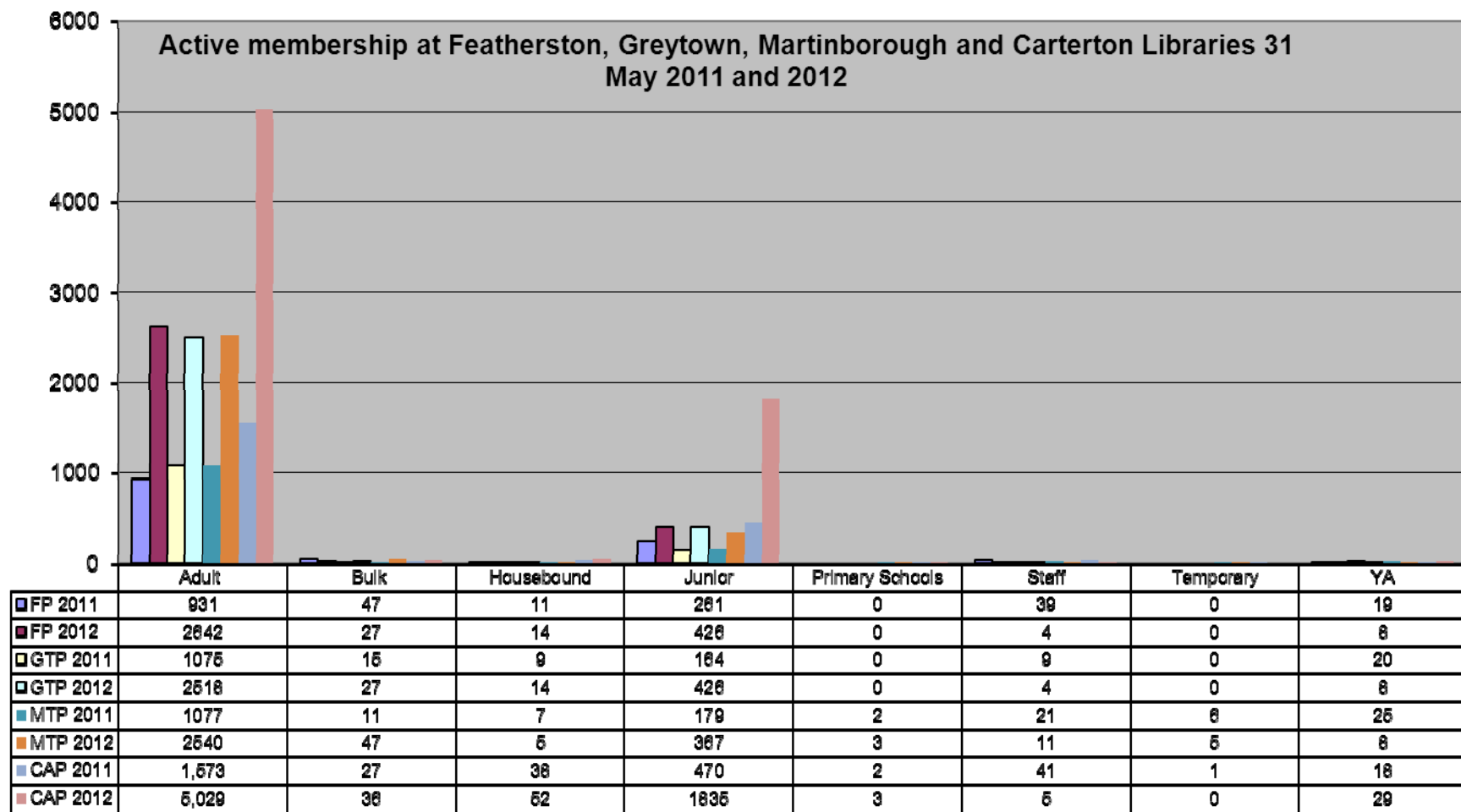
Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed by: Dr Jack Dowds, Chief Executive Officer

Appendix 2 – Statistics all Libraries

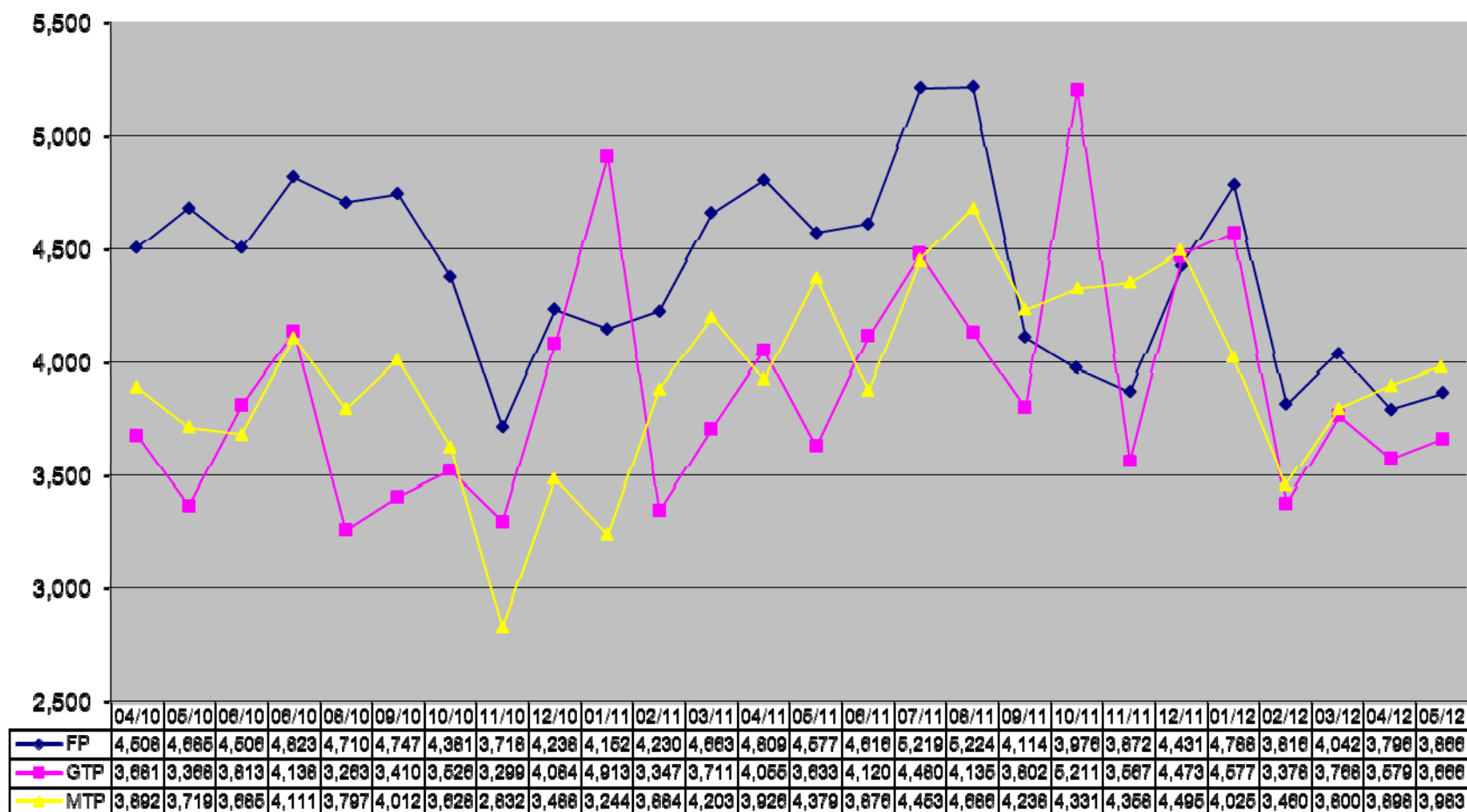


Membership at the libraries has increased significantly over the last year with the largest rise at Carterton. The new Events Centre and the Toy Library now part of the Public Library will have influenced that rise.

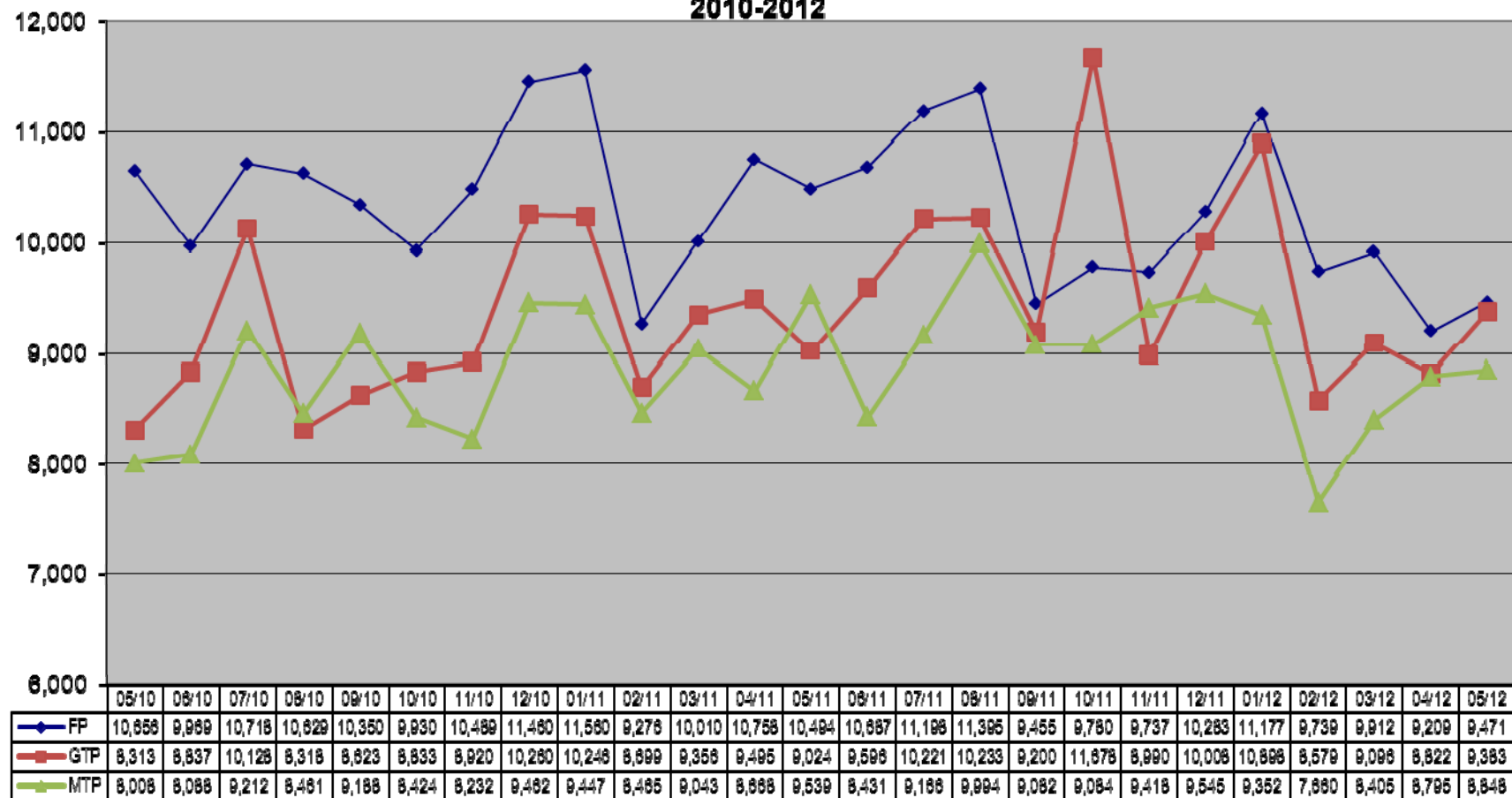


This is a breakdown of the previous membership rise to show what category of members have joined. The major rise has been in Adult membership although Junior does also show an increase. Young Adult membership has decreased, however may reflect the limitations of the current Library Management System (it does not automatically upgrade a Junior Borrower to YA category).

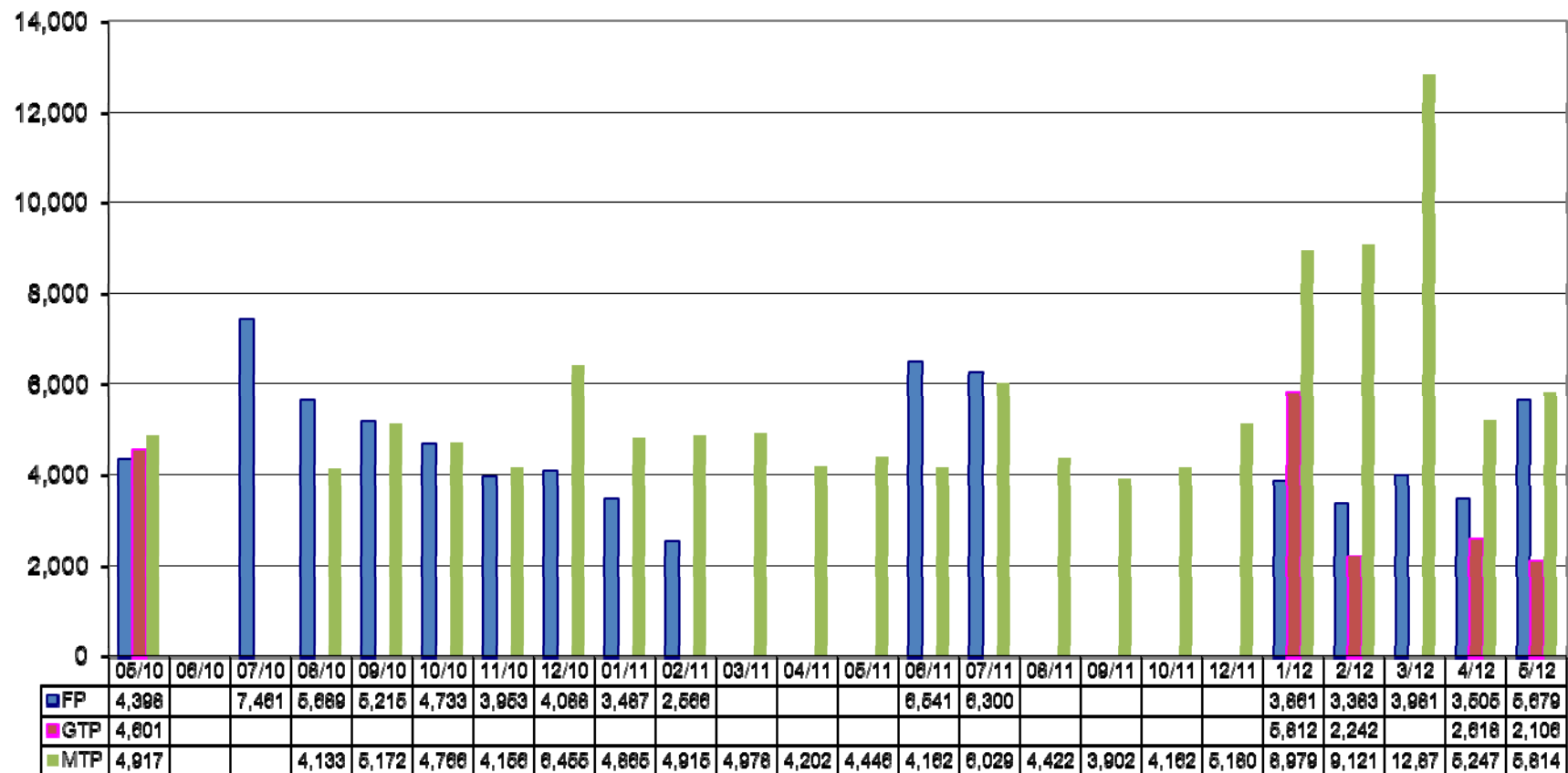
Issues: Featherston, Greytown and Martinborough Libraries: 2010-2012



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

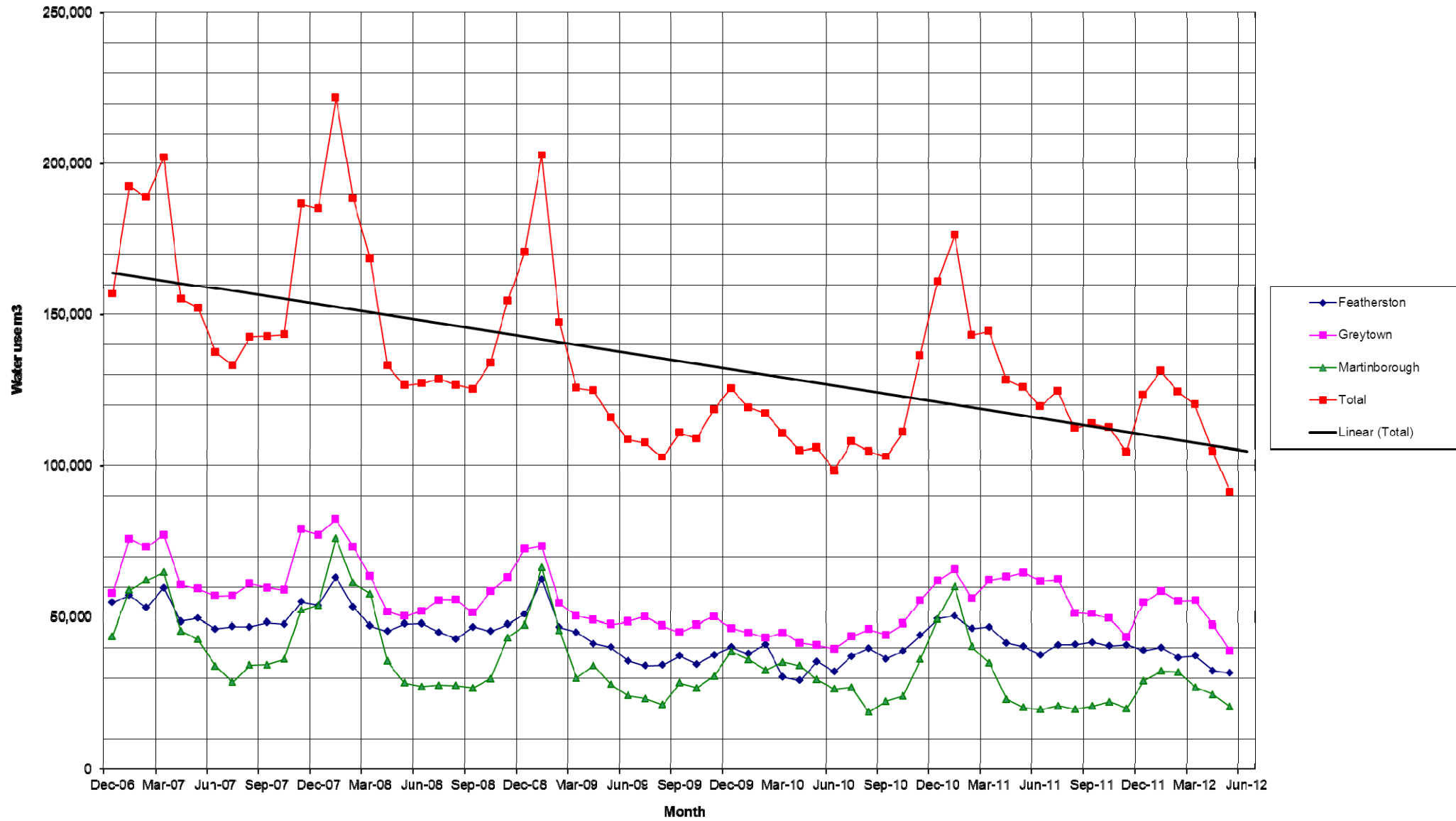


Door count, Featherston, Greytown, Martinborough libraries
(no count = battery failure or human error)



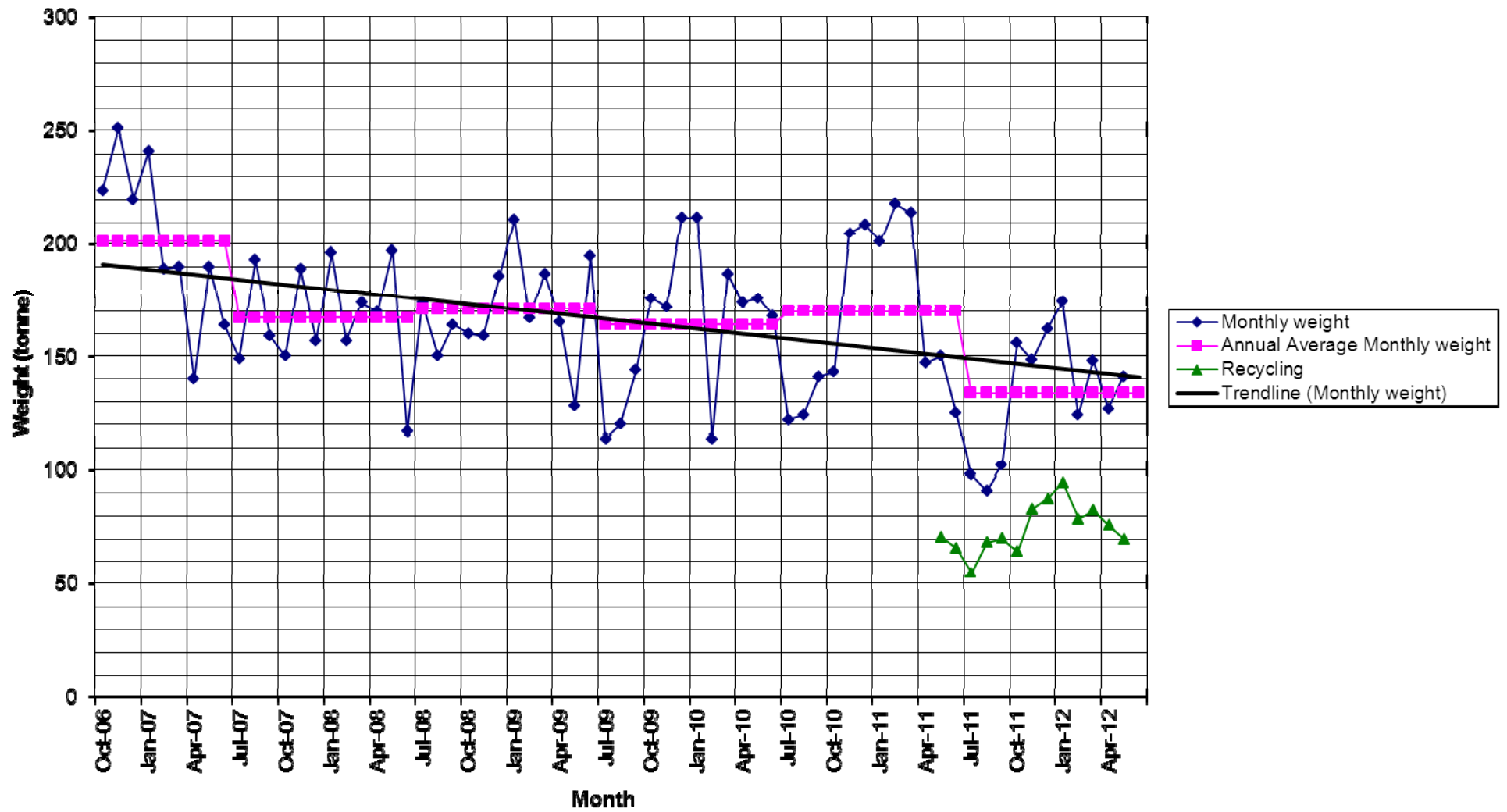
Appendix 3 – Water Usage

Water use South Wairarapa District Council



Appendix 4 – Waste Exported to Bonny Glenn including Recycling

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



12 June 2012

Suzanne Clark
Committee Secretary
South Wairarapa District Council
PO Box 6
Martinborough

Dear Suzanne

FEATHERSTON COMMUNITY BOARD GRANT

Please find our accountability report for the grant of \$500.00 from the Featherston Community Board grant for \$500.00. I have provided our April 2012 variance report and all amounts exclude GST.

The funding has been spent on the following items:

Volunteer recruitment & training	\$ 258.17
Volunteer expenses	\$ 149.92
Office expenses	\$ 122.72
TOTAL	\$ 530.81

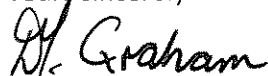
Your grant has helped Victim Support provide quality service delivery to victims of crime and trauma in the Featherston community, while continuing to maintain all operational functions. Our volunteers have supported victims with court support, victim impact statement preparation, financial assistance applications, referrals to counselors and other support agencies, and providing advocacy and information.

Our service is assessed by way of Consumer Evaluations undertaken in May/June each year. Our publication Manaaki Tangata records extracts of feedback from victims and was included with our application.

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

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

Yours sincerely



Denise Graham
Regional Administrator/Fundraiser

Branches : 1903

April 2012 YTD

Wairarapa

VARIANCE REPORTING

	April 2012			Year To Date			Last Yr YTD	Full Year	Last Year
	Actual	Budget	Variance	Actual YTD	Budget YTD	Variance			
1903-41110	2,375.00	2,375.00	0.00	23,750.00	23,750.00	0.00	30,833.30	28,500.00	36,999.96
Min Justice Core Funding	2,375.00	2,375.00	0.00	23,750.00	23,750.00	0.00	30,833.30	28,500.00	36,999.96
Central Government Funding									
General Donations	0.00	83.00	(83.00)	0.00	830.00	(830.00)	402.20	1,000.00	402.20
Diversions	0.00	100.00	(100.00)	50.00	1,000.00	(950.00)	500.00	1,200.00	500.00
Events Fundraising	0.00	0.00	0.00	611.00	2,000.00	(1,389.00)	0.00	2,000.00	0.00
General Fundraising	0.00	0.00	0.00	0.00	500.00	(500.00)	0.00	500.00	0.00
Street Appeal	0.00	0.00	0.00	0.00	1,000.00	(1,000.00)	0.00	1,000.00	0.00
Lotteries	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,376.81
COGS	0.00	0.00	0.00	4,701.00	4,000.00	701.00	3,500.00	4,000.00	3,500.00
Council Funding	0.00	0.00	0.00	3,500.00	1,500.00	2,000.00	0.00	1,500.00	0.00
Trusts & Foundations	952.21	0.00	952.21	952.21	3,000.00	(2,047.79)	0.00	3,000.00	0.00
Fundraising	952.21	183.00	769.21	9,814.21	13,830.00	(4,015.79)	4,402.20	14,200.00	5,779.01
Sundry	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Miscellaneous Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INCOME	3,327.21	2,558.00	769.21	33,584.21	37,580.00	(4,015.79)	35,235.50	42,700.00	42,778.97
1903-62111	2,250.40	2,652.00	(401.60)	26,410.76	26,520.00	(109.24)	24,690.15	31,824.00	30,458.25
Salaries	2,250.40	2,652.00	(401.60)	26,410.76	26,520.00	(109.24)	24,690.15	31,824.00	30,458.25
Annual Leave Provision	290.65	27.00	263.65	1,537.52	270.00	1,267.52	502.80	318.00	885.60
ACC Levies	15.00	15.00	0.00	141.83	150.00	(8.17)	0.00	181.00	0.00
Staff Recruitment Costs	0.00	0.00	0.00	0.00	0.00	0.00	1,157.24	0.00	1,157.24
Staff Supervision	0.00	17.00	(17.00)	0.00	170.00	(170.00)	90.00	200.00	90.00
Misc Staff Expenses	0.00	42.00	(42.00)	14.35	420.00	(405.65)	233.08	500.00	233.08
Subscriptions/memberships	0.00	0.00	0.00	21.74	0.00	21.74	0.00	0.00	0.00
Staff Visits to Victims	0.00	0.00	0.00	0.00	50.00	(50.00)	0.00	50.00	0.00
Staff Debriefing	0.00	8.00	(8.00)	0.00	80.00	(80.00)	0.00	100.00	0.00
Service Support	122.72	25.00	97.72	122.72	250.00	(127.28)	0.00	300.00	27.95
Staff Related Expenses	2,678.77	2,786.00	(107.23)	28,248.92	27,910.00	338.92	26,673.27	33,473.00	32,852.12
Volunteer Equipment & Resource	0.00	34.00	(34.00)	515.81	340.00	175.81	116.28	400.00	496.61
Volunteer Acknowledgement	0.00	83.00	(83.00)	318.87	830.00	(511.13)	45.89	1,000.00	45.89
Volunteer Expenses	130.47	42.00	88.47	446.56	420.00	26.56	12.43	500.00	31.56
Volunteer Recruitment	0.00	0.00	0.00	0.00	0.00	0.00	570.16	0.00	570.16
Volunteer Supervision	0.00	50.00	(50.00)	0.00	500.00	(500.00)	12.54	600.00	12.54
Volunteer Visits to Victims	19.50	167.00	(147.50)	1,528.74	1,670.00	(141.26)	384.48	2,000.00	870.81
Volunteer Debriefing	0.00	8.00	(8.00)	0.00	80.00	(80.00)	0.00	100.00	0.00
Resources for Victims	177.57	0.00	177.57	813.48	0.00	813.48	0.00	0.00	0.00
1903-63101									
1903-63102									
1903-63103									
1903-63104									
1903-63105									
1903-63210									
1903-63220									
1903-63401									



Victim Support

Manauaki Tangata

Branches : 1903
April 2012 YTD
Wairarapa

VARIANCE REPORTING

	April 2012			Year To Date		Last Yr YTD	Full Year		Last Year
	Actual	Budget	Variance	Actual YTD	Budget YTD		Actual	Budget	
Volunteers	327.54	384.00	(56.46)	3,623.46	3,840.00	1,141.78	4,600.00	2,029.57	
1903-63510 Telecommunications/Pagers	88.34	83.00	5.34	935.62	830.00	853.99	1,000.00	1,026.23	
1903-63520 Internet (Xtra)	35.65	42.00	(6.35)	356.50	420.00	346.47	500.00	427.28	
1903-64311 Software License & Maintenance	0.00	0.00	0.00	0.00	0.00	35.71	0.00	35.71	
ICT	123.99	125.00	(1.01)	1,292.12	1,250.00	1,236.17	1,500.00	1,489.22	
1903-64110 Office Equipment & Repairs	0.00	17.00	(17.00)	187.66	170.00	0.00	200.00	0.00	
1903-64120 Office Supplies & Expenses	0.00	50.00	(50.00)	354.17	500.00	306.83	600.00	465.63	
Administration Expenses	0.00	67.00	(67.00)	541.83	670.00	306.83	800.00	465.63	
1903-66150 External Meetings	109.85	8.00	101.85	156.65	80.00	85.80	100.00	315.02	
Domestic Travel & Accommodation	109.85	8.00	101.85	156.65	80.00	85.80	100.00	315.02	
1903-65505 Event Fundraising	0.00	0.00	0.00	0.00	400.00	0.00	400.00	0.00	
1903-65510 General Fundraising	0.00	0.00	0.00	0.00	400.00	16.51	400.00	16.51	
1903-66110 AGM/National Conference	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Communications & Fundraising	0.00	0.00	0.00	0.00	800.00	16.51	800.00	16.51	
1903-66140 District/Area Meetings	0.00	67.00	(67.00)	731.61	670.00	565.50	800.00	826.80	
1903-66410 N Z Conferences	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1903-67105 Introductory Training	0.00	375.00	(375.00)	0.00	750.00	0.00	750.00	0.00	
1903-67110 Training Resources ITP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1903-67120 Trainer/Facilitator Fees ITP	0.00	0.00	0.00	38.76	0.00	166.40	0.00	551.61	
1903-67130 Accommodation/Venue Hire ITP	0.00	0.00	0.00	0.00	0.00	88.00	0.00	88.00	
1903-67150 Meals/Incidentals ITP	0.00	0.00	0.00	42.79	0.00	316.10	0.00	566.82	
1903-67205 Volunteer Ongoing Training	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00	
1903-67220 Trainer/Facilitator Fees OTP	50.43	0.00	50.43	147.82	0.00	0.00	0.00	21.74	
1903-67250 Meals/Incidentals OTP	30.78	0.00	30.78	135.34	0.00	82.94	0.00	98.77	
1903-67260 Mileage OTP	207.74	0.00	207.74	207.74	0.00	0.00	0.00	93.60	
1903-67340 Sexual Violence Training	0.00	0.00	0.00	0.00	100.00	0.00	100.00	0.00	
1903-67350 Homicide Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
1903-67360 Domestic Violence Training	0.00	0.00	0.00	0.00	170.00	0.00	170.00	0.00	
1903-67610 Induction Staff Training	0.00	0.00	0.00	0.00	0.00	378.50	0.00	378.50	
1903-67620 Ongoing Staff Training	0.00	29.00	(29.00)	731.68	290.00	65.94	350.00	189.44	
Training	288.95	471.00	(182.05)	2,155.74	1,980.00	1,563.38	2,170.00	2,815.28	
EXPENSES	3,529.10	3,841.00	(311.90)	36,018.72	36,530.00	31,123.74	43,443.00	39,983.35	