



FEATHERSTON COMMUNITY BOARD

Agenda 6 June 2017

Notice of a meeting to be held in Kiwi Hall, 62 Bell Street, Featherston on Tuesday 6 June 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 | Sue Fox, Featherston Ratepayers and Residents Association, speaking on the proposal to register 'Featherston' as the official town name. | 7:00pm
Page 1 |
| 3.2 | Featherston Schools' Cluster, speaking about a development proposal for Donald's Creek. | 7:05pm |

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:

- | | | |
|-----|---|------------------|
| 5.1 | Minutes for Approval: Featherston Community Board Minutes of 2 May 2017 | Pages 2-7 |
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Proposed Resolution: *That the minutes of the Featherston Community Board meeting held on 2 May 2017 be confirmed as a true and correct record.*

6. CHIEF EXECUTIVE AND STAFF REPORTS:

- | | | |
|-----|--------------------------------------|--------------------|
| 6.1 | Action Items Report | Pages 8-13 |
| 6.2 | Income and Expenditure Report | Pages 14-19 |
| 6.3 | Officers' Report to Community Boards | Pages 20-59 |
| 6.4 | Beautiful Towns and Cities Awards | Pages 60-64 |

6.5	Restoration Work Proposal for Donald's Creek Stopbank by Featherston Schools	Pages 65-68
7.	NOTICES OF MOTION:	
7.1	None advised	
8.	CHAIRPERSON'S REPORT	
9.	MEMBER REPORTS (INFORMATION)	
9.1	Featherston Signage, Poppy Road Signs and NZ Community Boards Conference	Pages 69-71
9.2	Featherston Community Board Facebook Page	Pages 72
9.1	Wairarapa Library Service	Pages 73-74
9.2	Featherston Information Centre	Pages 77-78
10.	CORRESPONDENCE:	
	<i>Proposed Resolution: That the outwards correspondence be approved.</i>	
10.1	Outwards	
	To Jo Woodcock, Wairarapa Community Kitties, from Brenda West, Featherston Community Board, dated 19 May 2017	Page 75
	To Featherston Camp Memorial Group, from the Committee Secretary on behalf of the Featherston Community Board, dated 18 May 2017	Page 76

Register the name of our town, Featherston

Featherston Ratepayers and Residents Association Inc. (FRRRA), is applying to the New Zealand Geographic Board to register the name of Featherston.

FRRRA aims to make Featherston the first town in the Wairarapa to be formally registered. Registration will boost the standing of Featherston and will help in bringing more tourists, more business and more government recognition to our town.

The town of Featherston was surveyed and established in 1857 by the provincial government; the town was named after Dr Isaac Earl Featherston, Superintendent of Wellington Province.



The population was small until the railway line over the Rimutakas opened in 1878. Featherston then thrived as a railway and transportation centre linking Wairarapa to Wellington and the port and in serving the farming community. This role increased after the rail tunnel opened in 1955.

Featherston Camp in World War I was the largest military training camp in New Zealand. The military connection continued in World War II with a large camp housing prisoners of war from Japan and her allies



Featherston is now well established as a place to live, especially for people working in Wellington and for retired people, as well as serving farming in the region.

The New Zealand Geographic Board requires FRRRA to invite people and organisations who might have information about the name of Featherston to write to express their view on registering the name of Featherston. We look forward to receiving your letters at 38A Waite Street, Featherston, or by email at chair@frra.nz by 20 June 2017.

Thank you for your support.

FRRRA Committee Tel 021 116 6312



Featherston Community Board

Minutes – 2 May 2017

- Present:** Brenda West (Chair), Claire Bleakley, Cr Dayle Harwood, Cr Colin Olds, Robyn Ramsden and Mark Shepherd.
- In Attendance:** 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 10:17pm.
- External Speakers:** Patrick Bleakley and Michael Hurrell, Cr Lee Carter, Misa Talavou, Virginia Love and Jo Woodcock (Wairarapa Community Kitties).

PUBLIC BUSINESS

FCB RESOLVED (FCB 2017/23) to consider financial assistance applications from Cross Creek Railway, Wairarapa Mathematics Association, the Featherston Schools' Cluster, Featherston Booktown and Wairarapa Kitties at this meeting because they were received late and several could not be delayed until the next funding meeting due to projects commencing.

(Moved Cr Harwood/Seconded West)

Carried

1. APOLOGIES

Apologies were received from Mayor Napier and Mr Crimp.

2. CONFLICTS OF INTEREST

Claire Bleakley declared a conflict of interest with the public participation item from Patrick Bleakley and Michael Hurrell on signage for Pigeon Bush.

Robyn Ramsden declared a conflict of interest with the financial assistance applications from Featherston Booktown, the Featherston Schools' Cluster and Cross Creek Railway.

3. PUBLIC PARTICIPATION

3.1 Patrick Bleakley and Michael Hurrell

Mr Bleakley with support from Mr Hurrell tabled and spoke to a submission regarding proposed signage at Pigeon Bush. Mr Bleakley asked the Community Board to recommend to Council to put up a sign that informed people of the history of the Bush.

3.2 Cr Lee Carter

Cr Carter brought the Featherston 2033 Strategy to the attention of members and asked the Community Board look at the Strategy, to get an

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understanding of what land was available for development, and to request that Council make provision for population growth, business development, creation of sustainable and affordable housing and rezoning of land where necessary.

3.3 Misa Talavou

Ms Talavou requested Community Board assistance in providing a safe place for school children to cross Fitzherbert Street. In the morning there was a lot of traffic including large vehicles using the road and near misses had been witnessed.

3.4 Virginia Love

Ms Love presented concern about the proposed Featherston wastewater plan. Concerns included no disclosure on LIM reports, devaluation of property value, the close proximity of irrigation to neighbouring properties, the potential for e-coli to contaminate water tanks, gardens and residents due to irrigation drift and flies. Ms Love requested the Community Board put to Council an injunction of the plan.

3.5 Jo Woodcock, Wairarapa Community Kitties

Ms Woodcock presented the application for financial assistance from Wairarapa Community Kitties and answered members' questions.

4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATION

4.1 Patrick Bleakley and Michael Hurrell

Members supported the proposal for a sign but agreed to seek advice on historical cultural information from the Maori Standing Committee before submitting the proposal to Council. Mrs Bleakley undertook to create a mock-up of the sign with local residents once all relevant information had been gathered.

FCB NOTED:

1. Action 238: Provide the tabled submission from Patrick Bleakley on the Proposal for a Pigeon Bush sign to the Maori Standing Committee and seek feedback and information on the historic cultural significance of the Bush; P Crimp

4.2 Cr Lee Carter

The Community Board agreed to host a public meeting to discuss the Featherston 2033 Strategy.

4.3 Misa Talavu

FCB NOTED:

1. Action 239: Investigate the possibility of instating a pedestrian crossing in the vicinity of Adamsons Service Station on

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Fitzherbert Street, Featherston for safety reasons and advise Misa Talavu of the outcome; M Allingham

4.4 Virginia Love

Members acknowledged Virginia Love's concerns regarding Council's Featherston wastewater plan noting that Greater Wellington Regional Council would be notifying the resource consent application in due course.

4.5 Wairarapa Community Kitties

The application for financial assistance for \$500 was to be considered under agenda item 6.7.

5. COMMUNITY BOARD MINUTES

5.1 Featherston Community Board Minutes – 14 March 2017

FCB RESOLVED (FCB 2017/24) that the minutes of the Featherston Community Board meeting held on 14 March 2017 be confirmed as a true and correct record.

(Moved Cr Olds/Seconded Shepherd)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Action Items Report

FCB RESOLVED (FCB 2017/25) to receive the Action Items Report.

(Moved West/Seconded Ramsden)

Carried

6.2 Income and Expenditure Report

The Community Board noted that Council's 16/17 annual plan resolution for expenditure of the Featherston beautification funds by the Featherston Camp Memorial Group was for a commitment up to \$45,000.

FCB RESOLVED (FCB 2017/26):

1. To receive the Income and Expenditure Report for the 1 July 2016-31 March 2017.

(Moved West/Seconded Cr Harwood)

Carried

2. Action 240: Write to the Featherston Camp Memorial Group and seek a project build start date and draw down date of the Council committed funds; P Crimp

6.3 Officers' Report to Community Boards

Members discussed the Featherston water supply, community housing, the Featherston wastewater consent application and the increase in solid waste.

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FCB RESOLVED (FCB2017/27):

1. To receive the Officers' Report to Community Boards.
(*Moved West/Seconded Bleakley*)
2. Action 241: Provide clarification to Featherston Community Board on paragraph 2.2.1 with regards to where the Featherston water supply work was being undertaken; M Allingham

Carried

6.4 Chorus Cabinet Art Community Board Project Opportunity

FCB RESOLVED (FCB 2017/28):

1. To receive the information.
2. To support the Chorus Cabinet Art Project concept pending the arrival of cabinets.

(*Moved West/Seconded Ramsdn*)

Carried

6.5 Poppy Road Signs Project

Members discussed the need to invite the Returned Services Association and the Anzac Club to be involved in the project.

FCB RESOLVED (FCB2017/29):

1. To receive the information.
2. To support the Poppy Road Signs Project and nominate Claire Bleakley as the coordinator.
(*Moved West/Seconded Cr Harwood*)
3. Action 242: Write to the Returned Services Association and the Anzac Club seeking interest in being involved with the Poppy Road Signs Project; C Bleakley

Carried

6.6 Review of Policy C700 Street Banners and Flags

FCB RESOLVED (FCB2017/30):

1. To receive the Street Banners and Flags Policy Review Report.
2. To approve the amendments to the policy.
3. To agree that the next review date should be April 2020.

(*Moved West/Seconded Ramsden*)

Carried

6.7 Applications for Financial Assistance

FCB RESOLVED (FCB2017/31):

1. To receive the information.
2. To decline the grant application form Wairarapa Community Kitties and provide a letter of support for the work undertaken by the Group.
3. To decline the application for financial assistance from Cross Creek Railway, but request that the application is resubmitted for the July 2017 meeting and that a member of the Cross Creek Railway present the application at the meeting.

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4. To decline the application for financial assistance from the Wairarapa Citizens Advice Bureau.
5. To grant Wairarapa Mathematics Association \$200 to assist with the costs associated with running the annual maths competition.
(Moved Cr Olds/Seconded Bleakley) Carried
6. To grant the Featherston Schools' Cluster \$500 to assist with the costs associated with taking students to the Strike Percussion Group.
(Moved Cr Olds/Seconded West) Carried
7. To grant Featherston Booktown Trust \$500 to assist with the costs associated with running the Featherston Booktown event.
(Moved West/Seconded Cr Harwood) Carried

7. NOTICES OF MOTION

7.1 Notice of Motion – Featherston Wastewater

Mrs Bleakley presented her notice of motion to members and expressed concern on behalf of residents to Council's Featherston wastewater plan. There was concern that the proposed irrigation would affect neighbours water collection, ability to market organic produce, that it was sited close to a residential area and that the land wasn't suitable for irrigation given the high water table.

Cr Hardwood advised that these concerns were addressed at the meeting Council held for neighbours and previous submitters. Members noted that Council's plan had not yet been accepted by Greater Wellington Regional Council (GWRC) and was subject to change, and that GWRC would be consulting with the public as part of the resource consent process.

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

8. CHAIRPERSON'S REPORT

None received.

9. MEMBER REPORTS (INFORMATION)

9.1 Wairarapa Library Service (WLS)

Mrs Ramsden reported that a WLS meeting was held on 28 April 2017.

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10. CORRESPONDENCE

10.1 Outwards

To Elsa Kelly, Featherston Rugby Football Club, from Brenda West,
Featherston Community Board, dated 15 March 2017.

*FCB RESOLVED (FCB 2017/33) to approve the outwards
correspondence.*

(Moved Ramsden/Seconded West)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

DISCLAIMER

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relied on as to their correctness*

FEATHERSTON COMMUNITY BOARD

6 JUNE 2017

AGENDA ITEM 6.1

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 remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 6 June 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 6 June 2017

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
347	FCB	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 follow-up with Council
533	FCB	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
676	FCB	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

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
38	FCB	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	Open	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
127	FCB	14-Mar-17	Action	Brenda West	Include in the Featherston Community Board Annual Plan Submission a request for the dog pound to be upgraded	Open	
128	FCB	14-Mar-17	Action	Mark	Investigate ownership of the Featherston Swimming Pool solar heating piping, determine whether the piping is circulating water and arrange for the piping to be removed	Actioned	Completed 10/05/17
130	FCB	14-Mar-17	Action	R Ramsden, Cr Olds	Work with the Featherston Information Centre to strengthen the relationship with the Community Board	Actioned	Moved to action 676
131	FCB	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
132	FCB	14-Mar-17	Action	FCB	Submit a list of approved road names to Council	Open	
134	FCB	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	
227	FCB	2-May-17	Resolution		FCB RESOLVED (FCB 2017/23) to consider financial assistance applications from Cross Creek Railway, Wairarapa Mathematics Association, the Featherston Schools' Cluster, Featherston Booktown and Wairarapa Kitties at this meeting because they were received late and several could not be delayed until the next funding meeting due to projects commencing. (Moved Cr Harwood/Seconded West) Carried	Open	
232	FCB	2-May-17	Resolution		FCB RESOLVED (FCB 2017/28): 1. To receive the information.	Open	22/5/17: Chorus notified of decision with the offer from Chorus to fund material so that the

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					2. To support the Chorus Cabinet Art Project concept pending the arrival of cabinets. (Moved West/Seconded Cr Olds) Carried		back of the exchange building could be painted
233	FCB	2-May-17	Resolution	Claire Bleakley	FCB RESOLVED (FCB2017/29): 1. To receive the information. 2. To support the Poppy Road Signs Project and that Claire Bleakley would be the coordinator. (Moved West/Seconded Cr Harwood) Carried	Open	
235	FCB	2-May-17	Resolution	Paul	FCB RESOLVED (FCB2017/31): 1. To receive the information. 2. To decline the grant application form Wairarapa Kitties but provide a letter of support for the project. 3. To decline the application for financial assistance from Cross Creek Railway, but request that the application is resubmitted for the July 2017 and that a member of the Cross Creek Railway present the application at the meeting. 4. To decline the application for financial assistance from the Wairarapa Citizens Advice Bureau. 5. To grant Wairarapa Mathematics Association \$200 to assist with the costs associated with running the annual maths competition. (Moved Cr Olds/Seconded Bleakley) Carried 6. To grant the Featherston Schools' Cluster \$500 to assist with the costs associated with taking students to the Strike Percussion Group performance noting that it would be appreciated if future applications were submitted in a timely manner. (Moved Cr Olds/Seconded West) Carried 7. To grant Featherston Booktown Trust \$500 to assist with the costs associated with running the Featherston Booktown event. (Moved West/Seconded Cr Harwood) Carried	Actioned	22/5/17: All advised, Wairarapa Maths and Fstn Booktown Paid 22/05/17, awaiting invoice from Fstn Schools' Cluster (in hand, closed)

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
236	FCB	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	
238	FCB	2-May-17	Action	Mark	Investigate the possibility of instating a pedestrian crossing in the vicinity of Adamson's Service Station on Fitzherbert Street, Featherston for safety reasons and advise Misa Talavu of the outcome	Open	The added crossing, speed signs, 53 intersection have been looked at numerous times over the past few years and raised directly with NZTA, however the request has always been declined.
240	FCB	2-May-17	Action	Mark	Provide clarification in an email to Featherston Community Board on paragraph 2.2.1 and where the Featherston Water Supply work was being undertaken	Actioned	The Waiohine plant can supply both Featherston and Greytown. The upgrade at the plant is the ultraviolet disinfection plant to replace the ultrafiltration plant.
241	FCB	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	

FEATHERSTON COMMUNITY BOARD

6 JUNE 2017

AGENDA ITEM 6.2

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statement for the 16/17 year.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Report for the period 1 July 2016 – 30 April 2017.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2015- 30 June 2016 and for 1 July 2016 – 30 April 2017 are attached in Appendix 1 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.

2. Appendices

Appendix 1 - Income and Expenditure Statement for the period 1 July 2016 – 30 April 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

**Appendix 1 – Income and
Expenditure Statement for
the period 1 July 2016 – 30
April 2017**

Featherston Community Board		
Income & Expenditure to 30 April 2017		
	<u>INCOME</u>	
	Balance 1 July 2016	-2,419.87
	Annual Plan 2016/17	31,404.00
	TOTAL INCOME	28,984.13
	<u>EXPENDITURE</u>	
	Members salaries	12,783.18
	Total Personnel Costs	12,783.18
26/07/2016	AP Spark Fsn Info C	96.05
26/08/2016	AP Spark Spark charges Aug 2016	94.05
27/09/2016	AP Local Governmen Annl Com Brd's levy Fsn,Gtn,Mbo	166.66
26/09/2016	AP Spark Fsn Info Centre	106.58
26/10/2016	AP Spark Fsn Info C	96.64
31/10/2016	AP OfficeMax New Z Stationery	7.24
9/11/2016	AP OfficeMax New Z Stationery etc	7.56
26/11/2016	AP Spark Fsn Information Centre	96.84
30/11/2016	Travel Robyn Ramsden	39.90
30/11/2016	AP Featherston Inf Fsn Info expenses (petty cash)	41.30
1/12/2016	AP Tree Top Flower Flowers-R Hughes family	80.00
8/12/2016	AP Printcraft Business cards 250 x 19 names	164.00
26/12/2016	AP Spark Fsn Info C	98.78
26/01/2017	AP Spark Fstn Info Centre	96.97
30/01/2017	AP Power Services Remove flags Fstn CBD	234.00
26/02/2017	AP Spark Fsn Info C Jan/Feb 17	97.64
28/02/2017	Travel and parking - induction workshop exps M Shepherd	135.84
9/03/2017	AP House of Travel Community Board Conference Wn-Ch-Wn May	313.91
16/03/2017	AP NZ Community Bo NZCBC conference B West	726.09
26/03/2017	AP Spark Fsn info centre Feb/Mar 2017	96.60
26/04/2017	AP Spark Fsn Info C	96.86
	Total General Expenses	2,893.51

20/07/2016	AP Wairarapa Mathe FCB grant running Maths Waiararapa	200.00
30/09/2016	AP Citizens Advice FCB Grant 2016/17-general running bureau	350.00
30/11/2016	AP Featherston Chr Featherston Christmas Market Grant - 201	500.00
30/11/2016	AP C Athletics Fea Give it ago prizes - triathlon for child	500.00
30/11/2016	AP Featherston Fir First Friday February event	300.00
30/11/2016	Featherston Christmas Parade 2015 stale cheque cancelled	-500.00
	Total Grants	1,350.00
	TOTAL EXPENDITURE	17,026.69
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	11,957.44
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2017	2,666.82
	Chor Farmer Donation for Garden of remembrance	265.53
	Featherston Phoenix - Advertising Networking meeting	90.00
	Information Center Expenses including Telephone	-230.15
	Featherston Christmas Parade	500.00
	Wai Mathematics Association	200.00
	Featherston Schools Cluster	500.00
	Featherston Booktown Trust	500.00
	Total Commitments	4,492.20
	BALANCE TO CARRY FORWARD	7,465.24

<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
Total Budget	40,980.00
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	39,270.00
<u>LESS: COMMITMENTS</u>	
Committed to Sculpture	45,000.00
Total Commitments	45,000.00
BALANCE TO CARRY FORWARD	-5,730.00

Featherston Community Board	
Income & Expenditure For the year ended 30 June 2016	
<u>INCOME</u>	
Balance 1 July 2015	3,149.92
Annual Plan 2015/16	20,954.00
TOTAL INCOME	24,103.92
<u>EXPENDITURE</u>	
Members salaries	15,000.00
Total Personnel Costs	15,000.00
AP Spark Fsn Info Centre	79.02
AP Toppys catering Fsn Business Community meeting	320.87
AP Featherston Inf Feb-May 2015 petty cash	91.80
AP Spark Fsn Info Centre	78.56
AP Local Governmen Annual C/Brd levy 2015/16	166.67
AP Spark Fsn Info Centre	79.35
AP Spark Fsn Information Centre	79.03
AP Student workshop 20/6/15	500.00
AP Featherston Inf Petty cash 27/11/15	119.60
AP Spark Fsn Info Centre	190.64
AP Spark Fsn Information Centre	104.33
AP Power Services Hang Christmas flags Fsn	204.00
AP Spark Fsn Info Centre	94.95
AP Spark Fsn Info C - Mar 16	95.15
AP Flagz Limited Street banners - Poppies (various)	1,840.00
AP Spark Fsn Info Centre	90.59
Free Swim Day FCB 2015/89&88	605.00
AP Spark May/June 2016 telephone charg	95.15
AP Featherston Inf Dec-June 2016 petty cash	100.90
AP Spark Info Centre Fstn Spark	94.72
Catering Costs 14/04/16	70.34
Total General Expenses	5,100.67
AP South Wairarapa FCB grant-Holiday Prgm Youth	200.00
AP Featherston Chr FCB Xmas Market grant	500.00
AP Graffiti boards celebration	100.00
AP Booktown events 16/18/10 grant	1,000.00
AP Featherston Chr Jnl wrong gl used	500.00
AP Southern Wairar FCB grant bus funding	123.12
AP Wairarapa & Sou Grant cost purchase computer soft/hardwa	500.00
AP FCB grant Feb 2016	3,000.00
AP C Athletics Fea FCB grant 2016	500.00
Total Grants	6,423.12
TOTAL EXPENDITURE	26,523.79
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	-2,419.87
BALANCE TO CARRY FORWARD	-2,419.87

FEATHERSTON COMMUNITY BOARD

6 JUNE 2017

AGENDA ITEM 6.3

OFFICERS' REPORT TO COMMUNITY BOARDS

Purpose of Report

To report to the Community Board/Maori Standing Committee on general activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report to Community Boards.*

CHIEF EXECUTIVE

1. Executive Summary

Preparation of the 2017/18 Annual Plan continues with the public meeting round being held in the three towns. While not particularly well attended good feedback was received and interesting discussion held.

The building consent for the Waihinga Centre was finalised during the reporting period, there are now no barriers to completing this project.

This report is somewhat truncated owing to varying types of leave taken.

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				
			2016/17 TARGET	2016/17 ACTUAL	COMMENTS
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 draft proposal on 15 March. Submissions closed on 3 May, the commission are now gearing up for hearings as outlined below:

Date	What is happening
15 March (TBC)	Draft proposal released and submissions called for
Weekends in April	Public information stands at various locations in the Wairarapa
3 May	Submissions close
Tuesday 23 May	Hearings commence in Martinborough – with SWDC at 9am
May onwards	Commissioners consider submissions and decide whether to release a final proposal
July - November	Commissioners aim to release final proposal (if sufficient community support), or a final decision
Nov 2017 – April 2018	If final proposal issued, poll will be held sometime during this period
Early 2018	If poll endorses final proposal, transition Board formed
Oct 18 – Oct 19	Election of new council

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

One CE forum was held. This meeting was to specifically discuss replacement for Bruce Pepperell. It has been decided to split the roles of Group Controller and Regional Manager. During an incident, both tasks need to be performed and this is not an optimal situation.

3.1.2. Mayoral Forum

No Mayoral forum was held.

3.1.3. Community Boards

Community Board meetings were held, although I was not able to attend due to absence from the office.

4. Corporate

4.1 Occupational Health and Safety

We continue to make good progress on health and safety matters. No matters were reported during the period. Attached as Appendix 1 is a summary of activities for 1 February to 30 April 2017.

4.2 Waihinga Centre/Martinborough Town Hall

The project has commenced with work in the Town Hall being the initial focus.

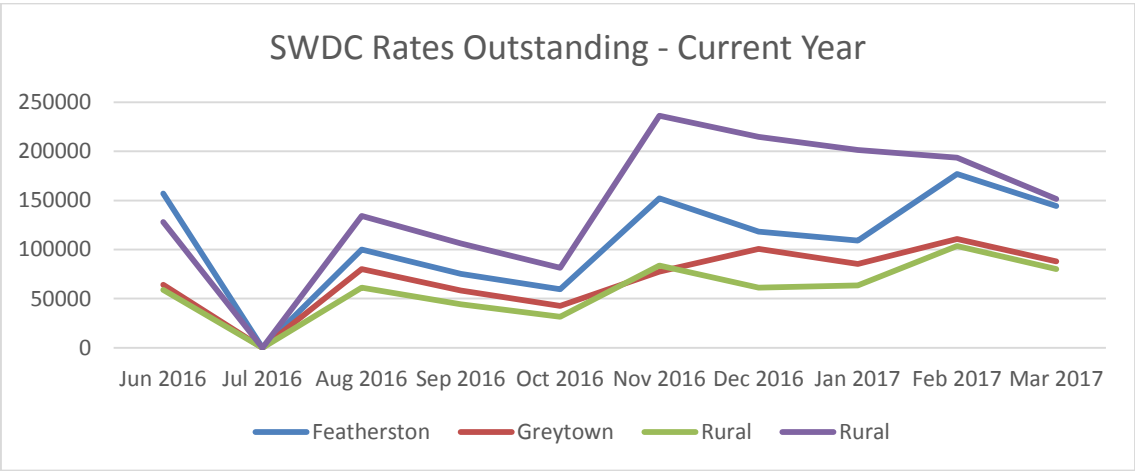
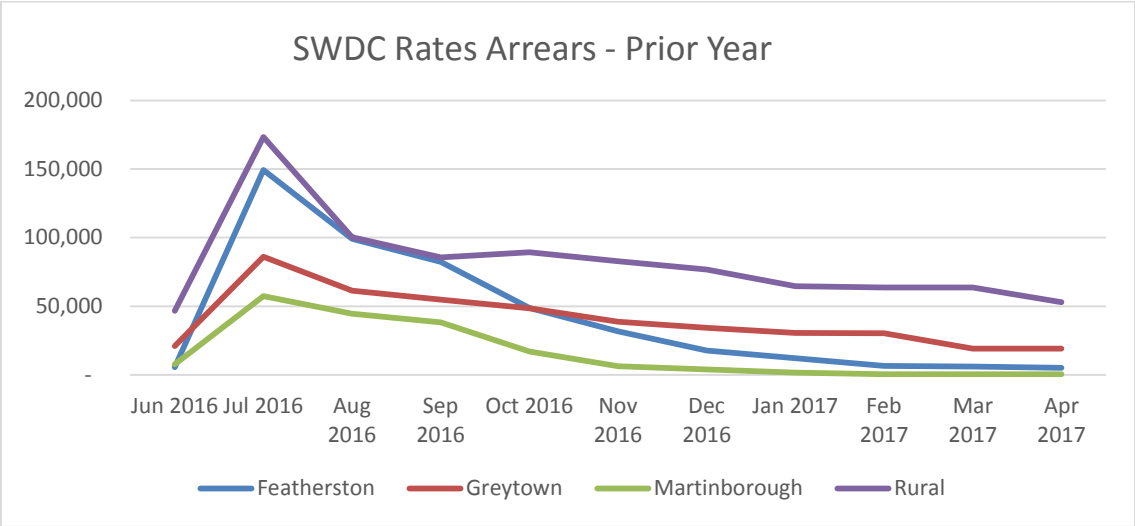
The building consent has now been issued, there are no barriers to completion.

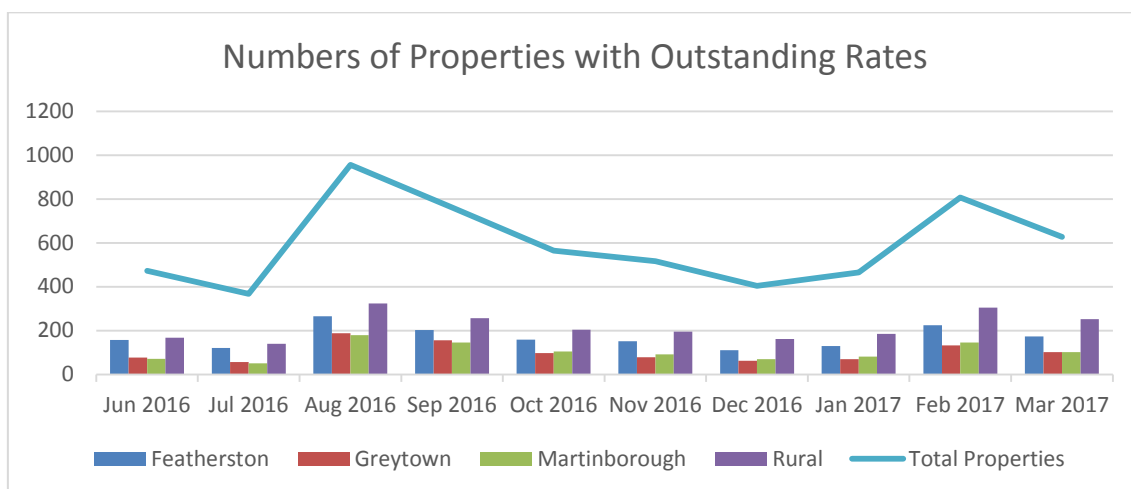
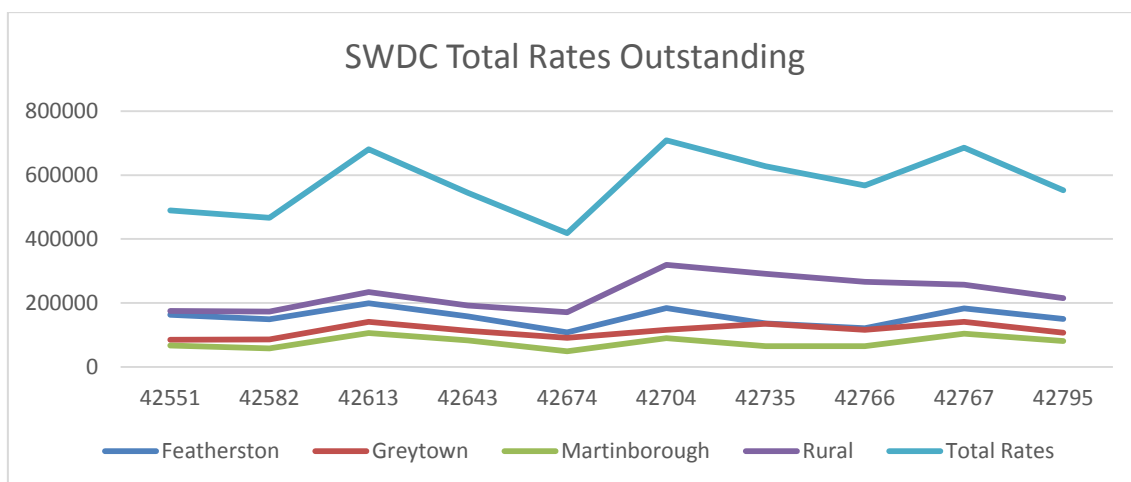
As construction progresses further stakeholder meetings will be held to ensure any issues that may arise are able to be resolved.

Attached in Appendix 2 are the Waihinga Centre budget and financial forecast.

4.3 Rates Arrears (Incl. GST)

As discussed at the previous meeting, rates debt will now be shown in graphical form, from which it is easier to ascertain trends.





4.4 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	RESPONSE
28 March 17	Requesting details of any caveats on a property	Request transferred to another agency
3 April 17	Rural fire protection spend	Information supplied
6 April 17	Information relating to changes to the Impounding Act 1955. (Stock)	Information supplied
6 April 17	Parking infringements	Information supplied
6 April 17	The average residential costs of rates and other Council charges for the 2015/16 financial year.	Information supplied
6 April 17	Seeking information re Audit and Risk, Staff performance, Advertising spend, code of conduct.	Information supplied
6 April 17	Spending on tourism and economic promotion.	Information supplied
26 April 17	Operating commercial cage egg chicken farms	Information supplied

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 – Health and Safety Report for the period 1 February 2017 – 30 April 2017

Appendix 2 – Waihinga Centre Budget and Forecast

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Health and Safety Report

Council Health and Safety Report 1 Feb 2017 – 30 April 2017

Driving continuous improvement (Lead indicators)

Health and Safety inductions	Health and Safety training	Near miss and new hazards reported
<ul style="list-style-type: none"> •No health and safety inductions this period. 	<ul style="list-style-type: none"> •One staff member attended ICAM investigation technique training. •Library staff attended safe use of ladder training by Building team member. •New H&S at Work Team members to receive training on hazard identification and risk assessment. 	<ul style="list-style-type: none"> •No near miss or hazards reported this period.

Health and Wellness programme

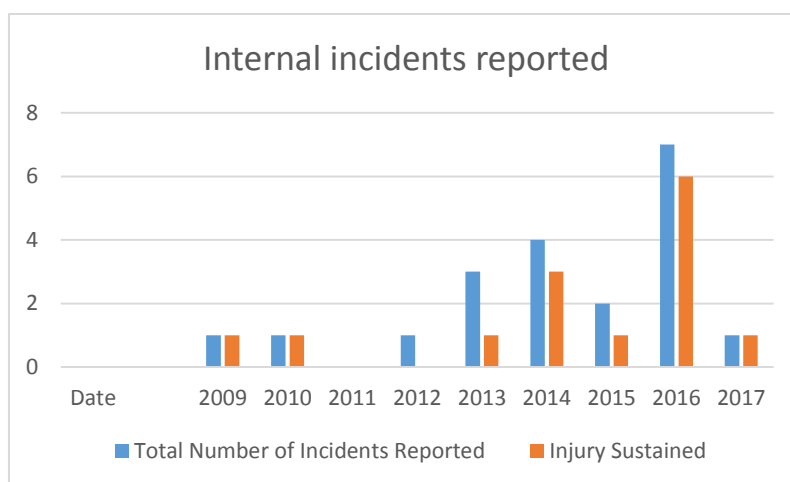
- The Employee Assistance Programme continues to be offered to all staff.
- A periodic newsletter is sent to all staff to raise the profile of health and safety in the workplace. The April newsletter sought information as to how staff apply the Wellness payment. Feedback included purchasing running shoes and fishing equipment, and applying the payment to health insurance premiums.

Incidents and accidents (Lag indicators)

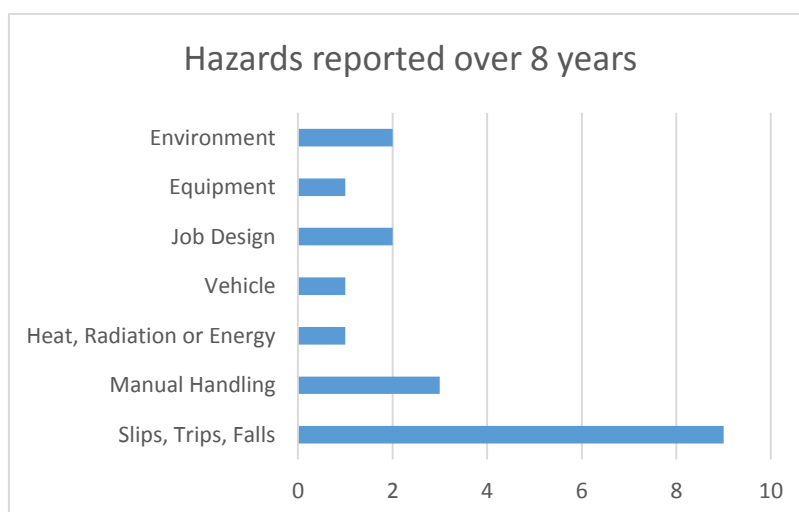
Non-injury incidents	Injuries requiring first aid, medical treatment (incl first aid register)	Number lost time injuries	Our learnings
<ul style="list-style-type: none"> •Non-injury Contractor incident. Overhead power cable struck with excavator while the machine was carrying pipe down the carriageway. Contractor undertook an investigation into the incident and Council notified WorkSafe. Layout, fatigue & inattentiveness by spotter identified as cause of incident. Contractor implemented actions to ensure incident does not occur again. 	<ul style="list-style-type: none"> •No incidents reported this period. 	<ul style="list-style-type: none"> •No lost time incidents reported this period. 	

Incident and accident analysis

This graph shows the number of incidents reported since 2009. It shows a significant increase in reporting in 2016.



The graph below shows the types of hazards that have caught out people out. Of note is the frequency of slips, trips and falls, two each of which can be attributed to wet floors, lack of equipment maintenance, and carrying objects.



Health and Safety strategy

Working with our contractors

- Work continues to engage with our contractors to identify the effectiveness of their health and safety systems and confirm their people are competent to work safely.
- 58 letters have been sent. Twenty have provided information to enable Council to assess the robustness of their system.
- Smaller contractors, particularly locals, have not responded to our requests for information.
- Council is reviewing the relative risk profile of each of our contractors, to ensure the controls are proportionate to the level of risk they each

present. In some instances, Council may decide to provide the controls to the smaller contractors and monitor that they are being implemented. This approach will also help manage the risks presented by volunteers undertaking work on Council's behalf.

Engaging with our people

Health and Safety at Work Team

The Health and Safety at Work Team formed in late 2015. Following various resignations, it is intended to refresh the committee over the next two months.

The team's role is to:

- Monitor the implementation of the H&S work plan and achievement of the H&S strategy
- Review hazards, risks and controls
- Recommend initiatives to improve the health, safety and wellbeing of our people, based on analysis of the risk and effectiveness of current controls
- Review incidents and investigations and confirm the controls are appropriate
- Engage with staff to promote health and safety in the workplace and encourage reporting of hazards, near misses and other incidents.

Staff meetings

Health and safety is a regular discussion point in staff team meetings.

Staff newsletter

As indicated above, our H&S consultant has picked up writing the periodic newsletter that was developed by the previous finance manager. The newsletter is a forum to celebrate what we do well and explain how our H&S systems should be working. It also promotes members of staff, helping to build a sense of team that we can have pride in and that we all have a role in caring for.

Managing asbestos risks

Every building in New Zealand built prior to 1 January 2000 must be assumed to contain asbestos, unless it can be proven otherwise.

Council has until 4 April 2018 to prepare an asbestos management plan that must be made available to all contractors and workers. In the meantime, we are obliged to identify asbestos in the workplace.

If there is a risk that workers could break into asbestos-containing materials, thus releasing fibres, testing must be completed by a competent person before work can commence. If asbestos is found, it must be removed by a licensed asbestos removal company before work can start.

Council is presently considering a proposal to develop an asbestos management plan based on a comprehensive survey of Council's 82 buildings and structures.

Appendix 2 – Waihinga Centre Budget and Forecast

SWDC
Waihinga Centre
Overall project forecast - Actuals to March 2017

Per Council decision 18.1.2017

\$ 5,132,010

	Budget	Invoiced to 31.3.2017	Invoices to come	Forecast spend
Made up as follows:				
Rigg Zschokke Construction Contract	4,223,709	37,034	4,186,675	4,223,709
Rigg Zschokke Agreed Variations		7,130	5,560	12,690
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			
SGL		5,500	-	
Engeo Geotech		-	5,940	
Holmes Consulting - Design & Fire		8,475	-	
Holmes Consulting - Construction Monitoring		6,019	41,481	
HVAC Design		2,515	6,150	
Rawlinsons (Quantity Surveyers)		5,000	-	
Warren and Mahoney - Design		33,539	10,726	
Warren and Mahoney - Disbursements		3,015	-	
		<u>64,063</u>	<u>64,297</u>	<u>128,360</u>
QS Services to completion	50,000			
Venture Consulting		-	30,000	
Clendon Burns & Park		13,438	3,562	
		<u>13,438</u>	<u>33,562</u>	<u>47,000</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			
Overall budget	\$ 5,332,010	899,466	4,290,094	\$ 5,189,561

PLANNING AND ENVIRONMENT

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 2016/17	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%	87%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)	Yes	-	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 working paper has been completed setting out a proposed framework and the task of undertaking a stock take has begun.

Work has continued on the Greytown structure plan. It was agreed with the principal consultant (Mike Hewison of Eastern Consulting) that a local area traffic impacts assessment should be developed.

Subsequently a national consultancy, GHD, has been engaged by Mr Hewison to do this analysis and work is now underway.

As noted above in the KPI section, Boffa Miskell have been engaged by the 3 Councils to develop an SoE monitoring strategy and implementation programme to enable effective plan effectiveness reporting to take place. This will in turn help to inform the future review of the Wairarapa Combined District Plan.

A draft strategy has already been developed but is not as yet signed off as it needs to be linked to the data collection/analysis/ reporting for PER that will follow. In that regard work on stock taking current data collection and systems has begun by Boffa Miskell.

Work has also been completed on the initial "over-arching" formal submissions to be made by Council (jointly with MDC) on the Wellington Regional Councils (WRC) proposed Natural Resources Plan (NRP).

The CEO (Paul Crimp) and David Hopman, Manager Assets and Operations (for MDC) are to make opening statements to the Independent Commissioners appointed to undertake the hearings.

These will be followed up on by Pauline Whitney of Boffa Miskell who is providing independent planning evidence for Council and MDC.

The evidence preparation is a significant process with the initial submissions totalling well over 70 pages. As the hearings progress onto more detailed aspects of the proposed NRP the workload associated with this process will expand for both planning and engineering staff of Council.

Lastly, Council will be aware that the Government has finally managed to get passage through Parliament of its reform of the Resource Management Act proposals. These will need careful review over the next few weeks, but particularly around the impacts of the revised provisions relating to Maori and subdivisions.

It is hoped that a report will be ready for the next Council meeting on any significant responses Council needs to take in response.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	95.5%	NCS. 5 out of 110 applications have exceeded timeframes. 4 have previously been reported on. The most recent occurred because of an administrative error due to staff absences.
s.223* certificates issued within 10 working days	100%	93%	NCS. 3 applications have exceeded timeframes.
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	97%	NCS. 1 application has exceeded timeframe as previously reported.

Council received 30 applications between 1 March 2017 and 30 April 2017.

As previously advised, the number of applications is now well ahead of long term averages and many of these are of a scale that means significant resources have to be applied to process them. Consequently we have continued to contract out a number of consent applications.

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

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	1	0	No action required

At last month's meeting Council requested a list of Reserve Management Plans to be provided. This has unfortunately not been completed due to staff being away for personal, training and leave purposes. It should be prepared in the next 2 weeks and will then be circulated.

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 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	0	1	1 complaint to date, resulting from an error in the property title data supplied to Council by LINZ.
My non-urgent LIM is processed within 10 days	100%	100%	All processed within statutory timeline.

TYPE	YTD 1 JULY 2016 TO 28 FEBRUARY 2017	PREVIOUS YTD 1 JULY 2015 TO 28 FEBRUARY 2016	PERIOD 1 FEBRUARY TO 28 FEBRUARY 2017	PREVIOUS PERIOD 1 FEBRUARY 2016 TO 28 FEBRUARY 2016
Standard LIMs (Processed within 10 working days)	140	137	41	50
Urgent LIMs (Processed within 5 working days)	52	41	16	12
Totals	249	240	57	62

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 2016/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.33%	NCS – 296 of 298 CCC's were issued within 20WD. Information was misplaced resulting in the CCC's being issued on 29 and 35 days. Procedures are in place to try and prevent this happening again.
Building consent applications are processed within 20 working days	100%	99.00%	NCS – 397 of 401 consents were issued within 20WD. Those overtime were due to the large number of consents processed. Contactors have been secured to help with workflow.
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.
Earthquake prone buildings reports received	80%	63.43 %	Currently 144 of 227 known EQP premises had been addressed. Work in this area has been on hold until the new statutory regime was confirmed and took effect - in March 2017. A new 0.5 FTE staff role has been created (effective from 10 April 2017) to target these new provisions along with BWOFF and fencing of swimming pools.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	3	\$96,000.00
Industrial (covered farm yards, building demolition, warehouse and/or	4	\$531,500.00

storage, factory, processing plant, bottling plant, winery)		
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	67	\$7,921,029.00
Other (public facilities - schools, toilets, halls, swimming pools)	4	\$58,884.00
Totals	78	\$8,607,413.00

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 16/17	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	Not commenced due to staff member responsible being on maternity leave.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	89.7%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

INCIDENTS REPORTED (1 MARCH TO 30 APRIL)	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	0	0	1
Attack on Person	0	0	1
Attack on Stock	0	0	0
Barking and whining	3	2	3
Lost Dogs	1	0	0
Found Dogs	0	0	0
Rushing Aggressive	1	0	0
Wandering	3	0	7
Welfare	2	0	0
Fouling	0	0	0
Total	10	2	13

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 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	97%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls
Council responds to complaints regarding animals within 48 hours.	100%	96%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

INCIDENTS REPORTED	TOTAL
Stock	2

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 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	88.35%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 16 TO 30 APRIL 17	PREVIOUS YTD 1 JULY 15 TO 30 APRIL 16	PERIOD 1 MARCH 17 TO 30 APRIL 17	PREVIOUS PERIOD 1 MARCH 16 30 APRIL 16
Total	115	93	24	20

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 2016/17	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%	

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2016 TO 30 APRIL 2017	PREVIOUS YTD 1 JULY 2015 TO 31 JANUARY 2016	PERIOD 1 MARCH 2017 TO 30 APRIL 2017	PREVIOUS PERIOD 1 MARCH 2016 TO 30 APRIL 2016
On Licence	8	14	2	2
Off Licence	8	14	3	6
Club Licence	1	1	0	3
Manager's Certificate	52	54	34	20
Special Licence	32	17	11	7
Temporary Authority	0	1	4	3
Total	189	164	54	41

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2016/17	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

Between 1 March and 30 April 2017 there were 17 notices sent out relating to trees and hedges, one complaint relating to litter, and four abandoned vehicle complaints.

INFRASTRUCTURE AND SERVICES

1. Group Manager highlights

The last 6 weeks has involved the submissions being received on the Wellington Region Waste Management and Minimisation Plan (WRWMMP) and the review of the tenders submitted for the Solid Waste contract. As these both will be long term arrangements and in conjunction with the 3 Wairarapa councils the deliberations have been detailed and are continuing.

Likewise the Strategic Business case for the Wairarapa Roding network has been done jointly with the three Wairarapa councils. This assessment outlines the strategic context and the case for investment for Masterton/Carterton and South Wairarapa District Council's transportation activity. It also provides the necessary framework for the Transport Activity Management Plan (AMP), a ten year plan designed to prioritise and address key transportation issues and how they might be actively managed.

The DLTP (District Land Transport Plan) 2018 must contribute to the purpose of the LTMA which seeks, 'an effective, efficient and safe land transport system in the public interest.' It is also required to be consistent with the Government Policy Statement (GPS) on land transport, and with Regional LTP

The strategic case:

- Outlines the strategic context and regional fit for proposed investment;
- Identifies the key problems and rationale for investing; and
- Discusses the potential investment benefits.

The position of Roding Engineer has also been advertised and we are currently reviewing applicants.

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 2016/17	COMPLAINTS		INCIDENTS	
		MARCH	YTD	MARCH	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		341		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%				
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		99.6%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards	95%		99.9%		

Water Supply Key Performance Indicators	Target 2016/17	Complaints		Incidents	
guidelines 2000					
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0 per1000 (0 complaint)	0 per1000 (0 complaint)	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0 per1000 (0 complaint)	0.29 per1000 (1 complaint)	0	1
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.29 per1000 (1 complaint)	2.01 per1000 (7 complaint)	1	7
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.29 per1000 (1 complaint)	9.78 per1000 (34 complaint)	1	34
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0.29 per1000 (1 complaint))	2.01 per1000 (7 complaint)	1	7
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	(1/2) 50%	-	2	58
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	(3/3) 100%	-	2	58
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	(25/37) (68%)	-	37	266
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	(32/37) (86%)	-	37	266
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	40%	40%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%	45.5%			

2.2 Water supply capital improvements

2.2.1. Featherston water supply

Stage 2, the treatment improvement works, have now been completed with testing of the UV and pH correction equipment commenced. The commissioning/proving period will follow. After one month of routine operation (beginning mid-May) Council will advise the Ministry of Health (MoH) that the project has been completed and is operating as intended. The balance of the subsidy available will then be claimed. Total project costs are not able to be confirmed as yet but expected to be in range \$1.35 - \$1.4M.

2.2.2. Water reticulation renewal

The tender for trunk pipeline renewal works for the Greytown urban supply in Woodside Road by Core Infrastructure Ltd is almost complete.

The project scheduled within the 2016/17 renewals programme requires replacement of 3 kilometres of 300 mm diameter asbestos cement pipe-line that is deemed to be nearing the end of its useful service life (constructed in

the 1970's). It is the second part of a three part rolling programme aimed at achieving full replacement of the trunk main in the 2017/18 year.

Work has progressed satisfactorily with some 100% of the pipeline laid to date with connection of laterals to follow. We have experienced some difficulty with overhanging trees near the start of the works and associated private owner concerns.

Not wishing to compromise the preferred alignment in this location a section of some 90 metres in length will be replaced using trenchless technology at an additional estimated cost of about \$30K thereby mitigating potential tree and tree root damage. This technology will not be deployed until Stage 3, 2017/18 where the railway crossing at Woodside will be managed in the same way.

This work is expected to be completed by mid-May 2017.

2.4 Water treatment plants

The Waiohine and Martinborough plants operated routinely over the period with some replacement of equipment. The new WTP with UV disinfection is installed and the commissioning period will run through May.

2.5 Water reticulation

There were 22 reticulation repairs reported and rectified during the period.

2.6 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 3 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 2016/17	COMPLAINTS		INCIDENTS	
		MARCH	YTD	MARCH	YTD
Number of blockages per 1000 connections	<10	0	8.46 per1000 (34 complaint)	4	34
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	-	0 per 1000 connections (0 overflow)	0 per 1000 connections (0 overflow)
Attendance time: from notification to arrival on site	< 1 Hr	-	-	1/1 (100%)	42
Resolution time: from notification to resolution of fault	< 4 Hrs	-	-	1/1 (100%)	41
% of resource consent conditions complied with to mainly complying or better*	90%				
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				
No. of complaints per 1000 connections received about sewage odour	< 15	0	0.99 per 1000 (4 complaint)	0	4
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.2 per 1000 (1 complaint)	0.99 per 1000 (4 complaint)	1	4
No. of complaints per 1000 connections received about sewage system blockages	< 15	0	8.46 per1000 (34 complaint)	0	34
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%	4/5 80%	-	4/5 (80%)	90% (37/41)

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. This is currently being prepared by the consultants and is expected to be completed by the end of May.

The meeting on Saturday 8 April with previous submitters, adjoining landowners, the Featherston Community Board (invite emailed to chair on 24th March) and other interested parties updated attendees on the updated

consent and the process involved for them to make a submission when it is publically notified.

Staged improvements at Martinborough and Greytown WWTPs

Improvement works at the Martinborough site have commenced and the irrigator has been constructed. The original civil works design has been changed to progress the project with round precast elements already existing rather than a bespoke solution, as it there would have been an unacceptable delay. Realistically full completion of this phase cannot be expected until July/ August meeting the consent requirement of no later than November 2017 but later than we had anticipated.

Preliminary design works for the proposed improvements at the Greytown site have been completed with a number of minor matters to be resolved.

Procurement of the Stage 1B improvements will likely follow a ROI and RFP/ Design Build procurement process with start aimed in May 2018.

New aerators have been ordered for Greytown, which are in transit from the United States. These have arrived in NZ and the aerators will be in place by June, to assist with the treatment of the sludge and the planned desludging programme. The sludge bioremediation programme is planned to commence in July. Our application to Waste Minimisation Fund was denied.

3.2.2. Operational

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

3.2.3. Wastewater reticulation

There were 2 pipeline blockages reported during the period.

4. Storm water drainage

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

4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	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 abatements 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
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

There has been some localised flooding of gardens in Watt Street, Featherston due to the intense rainfall event on April.

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 2016/17	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%	Decreased by 16% for October	Previous 12 month increased 5.8% 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 2016/17	COMPLAINTS		INCIDENTS	
		MARCH	YTD	MARCH	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				
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%	26/32 (81%)	231/293 (81%)	32	293
Meet annual plan footpath targets	Yes				

6.2 Roothing maintenance – Fulton Hogan

FH activities were concentrated on environmental activities in the Hinakura area with high cut completed on Hinakura, Bush Gully and Pahaoa Roads. This was complimented with water table cleaning on Pahaoa and Glendryneoch Roads.

The sealing of the culvert at Papawai was completed.

Footpath repairs were carried out in Kempton Street, Greytown and Princess Street in Martinborough.

Heavy maintenance metalling was completed in Underhill Rd.

Drainage Maintenance was completed on Underhill Rd.

The 'Gluepot' Te Awaiti Rd is being closely monitored and has been topped up with road metal as and when required.

The footpath and run up inspections have started in Martinborough and Greytown has been completed. Featherston was programmed to finish in this month.

6.3 Other activity

Due to IFS Forest Operations harvesting a private forestry block along Haurangi Road, Ruakokoputuna there has been increased monitoring and maintenance work schedule in this area. Specialised engineering opinion was sought to assess bridge/s along this route and their capacity to carry overweight vehicles. IFS are programmed to be harvesting this block for three years. SWDC officer/s has liaised with IFS and residents to put communication lines in place in order to keep the road at an acceptable driving condition during this period.

Service requests in this area have slowed this month following water table and road shaping work by SWDC contractors. With the wet weather approaching this area will continue to be monitored.



Figure 6.3a Ruakokoputuna Forestry site entrance 1



Figure 6.3b Bridge, Ruakokoputuna required structural assessment

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 2016/17	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

Winter sports codes are underway on the sports fields in all the towns. Bollards have been put across the road frontage of Collier Reserve in Greytown to prevent people from doing wheelies on the grass. Someone also got a vehicle onto Considine Park to do wheelies by driving onto the walking path at the Kitchener Street end – bollards have now been added to limit access to pedestrians and cyclists only. In Featherston, a number of trees around Clifford Square reserve (Windgrass triangle, skate park and playground) have been trimmed to keep branches away from the power lines.

7.3 Community housing

There have been no changes on the waiting lists from last report. There are five people waiting for flats at Martinborough, two at Greytown and twelve at Featherston.

The six monthly flat inspections at Westhaven flats were held on 12 April 2017.

The Residential Tenancies (Smoke Alarms and Insulation) Regulations 2016 requires landlords to have the right type of smoke alarms installed in residential tenancies. Insulation will be compulsory in all rental homes from 1 July 2019 – ceiling and underfloor insulation must be installed, where it is reasonably practicable to install. Wall insulation is not compulsory.

All smoke alarms in the community housing have been checked and any that did not have the long-life photoelectric smoke alarms with a battery life of at least eight years that meet the required product standards have been replaced.

Both landlords and tenants now have responsibilities to keep smoke alarms working.

An insulation programme was carried out for SWDC's community housing in 2011/12, and all units have ceiling insulation. The majority of units are constructed on concrete slabs, so there is no requirement for under-floor insulation.

7.4 Rental properties

A number of SWDC's rental properties are also affected by the Residential Tenancies (Smoke Alarms and Insulation) Regulations 2016, as these properties include residential accommodation. We are working through these to ensure compliance with the regulations.

7.5 Cemeteries

7.5.1. Purchases of burial plots/niches 24 March 2017 to 3 May 2017

	Greytown	Featherston	Martinborough
Niche		1	
In-ground ashes Beam			
Burial plot		4	2
Total	0	5	2

7.5.2. Ashes interments/burials 24 March 2017 to 3 May 2017

	Greytown	Featherston	Martinborough
Burial		2	2
Ashes in-ground		1	
Ashes wall		1	1
Total	0	4	3

7.6 Swimming pools

The three swimming pools have been winterised, and planning is underway for maintenance work to be carried out over winter. At Featherston pool, part of the solar heating system pipework is to be removed from the roof of the Rugby Club building. The roof of this building has been leaking, and while part of the problem may have been caused by blocked guttering, there is evidence that leaks from the solar heating system have contributed to damage. Council is assisting the Rugby Club with the roof repairs. The solar heating system will be assessed to determine the impact of removing this section of pipework, and if it is found to be necessary, we will install new solar pipe on the roof of the grandstand before the start of the 2017/18 season.

7.7 Events

7.7.1. Featherston

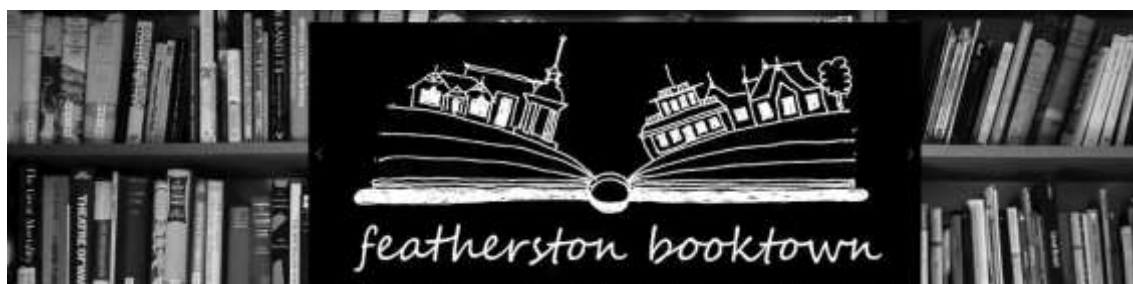
Completed events:

Ride the Rail (Cross Creek Railway Society Inc) is being held every Sunday through to the last Sunday in April 2017 (Clifford Square, Featherston)

Ron Hughes Memorial Athletics Meet which was to be held Sunday, 25 March 2017 (Card Reserve, Featherston) was CANCELLED, and will now take place next season.

Future events:

Featherston Booktown 2017 is being held from Friday, 12 May to Sunday, 14 May 2017



7.7.2. Greytown

Completed events:

Greytown Country Market at Stella Bull Park – Sunday, 18 December 2016, 15 January 2017, 19 February, 19 March and 16 April 2017 – this is the end of the season until October 2017



Wairarapa Balloon Society Inc – Park to Paddock Challenge –
Soldiers Memorial Park, Saturday, 15 April 2017



Future events:

7.7.3. Martinborough

Completed events:

Wairarapa Balloon Society Inc – Meander Over Martinborough –
Soldiers Memorial Park, Saturday, 15 April 2017



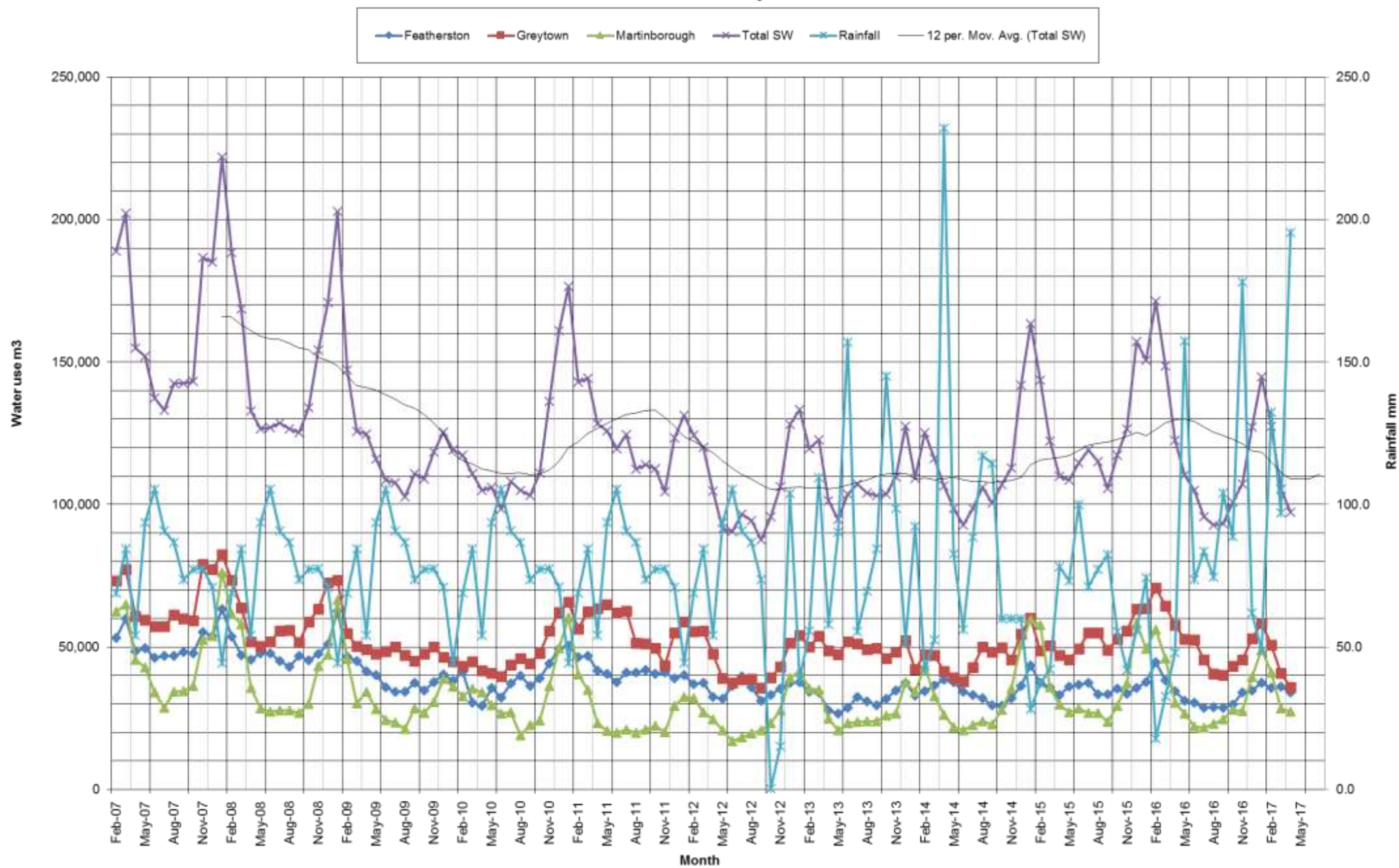
Appendices

- Appendix 1 Monthly water usage
- Appendix 2 Waste exported to Bonny Glen
- Appendix 3 Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

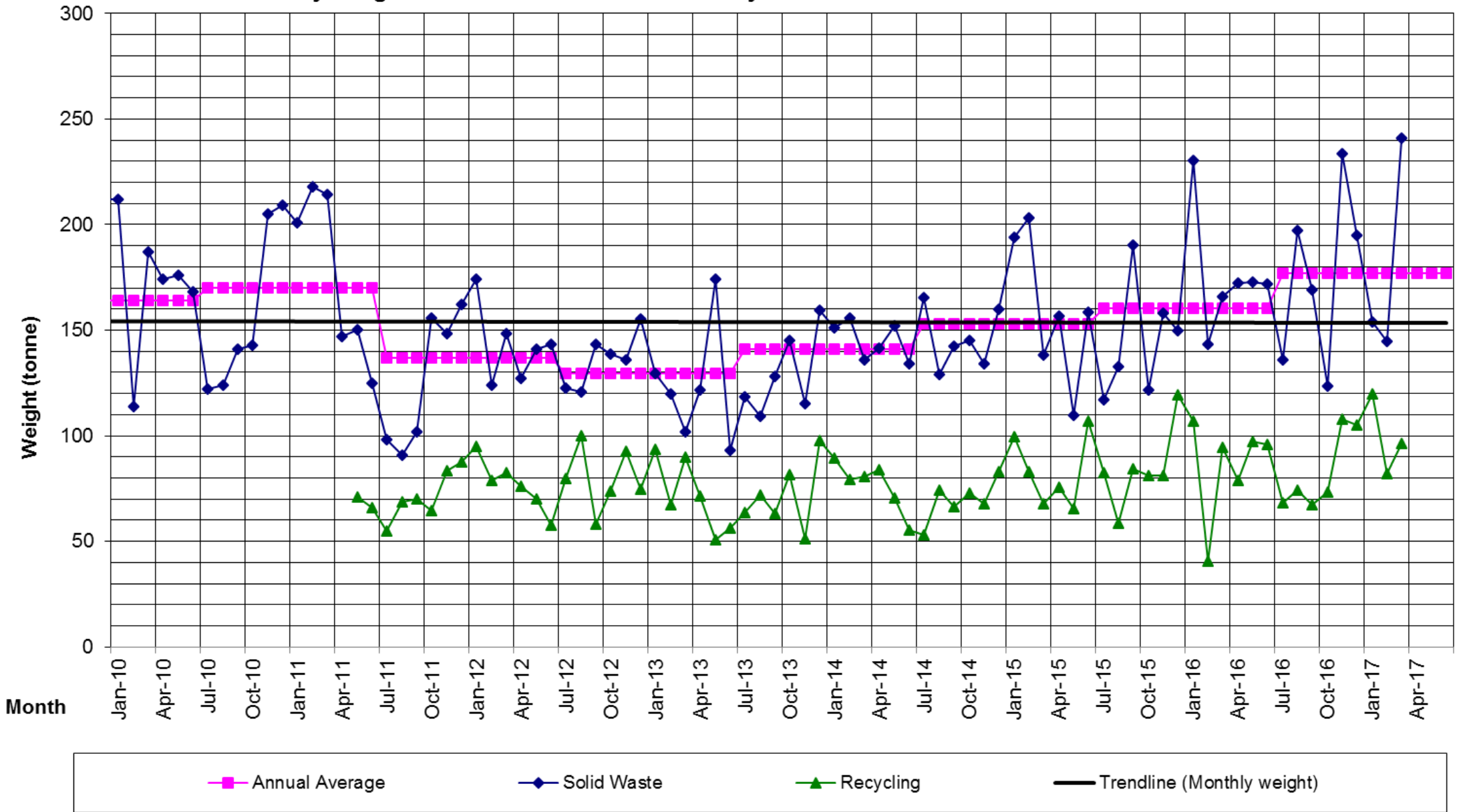
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



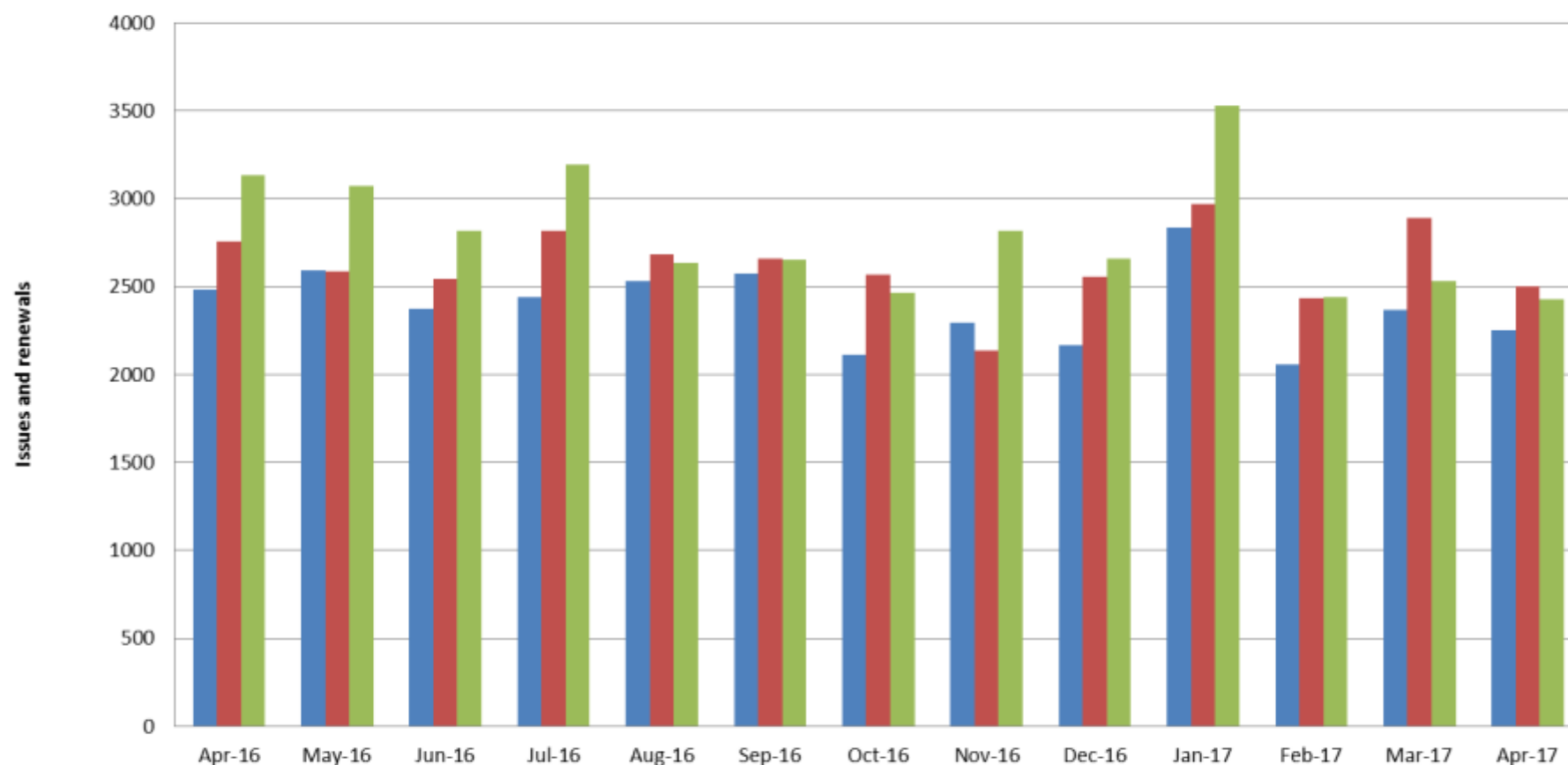
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



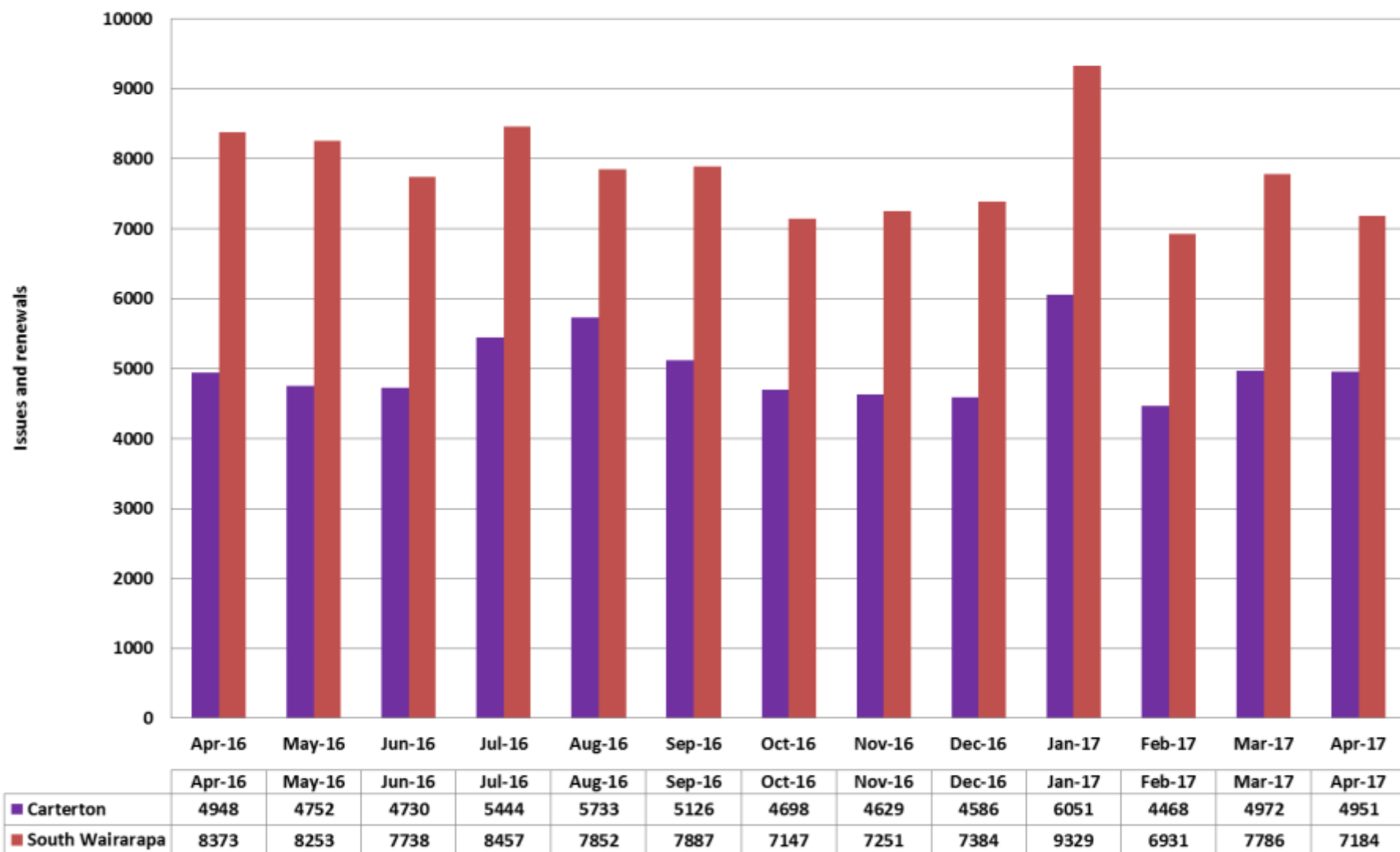
Appendix 3 – Library statistics

South Wairarapa libraries - issues and renewals to April 2017



	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
Featherston	2482	2591	2375	2440	2533	2574	2113	2296	2167	2836	2057	2369	2254
Greytown	2757	2588	2543	2820	2684	2659	2567	2136	2556	2967	2432	2888	2503
Martinborough	3134	3074	2820	3197	2635	2654	2467	2819	2661	3526	2442	2529	2427

Wairarapa Library Service - issues and renewals to April 2017

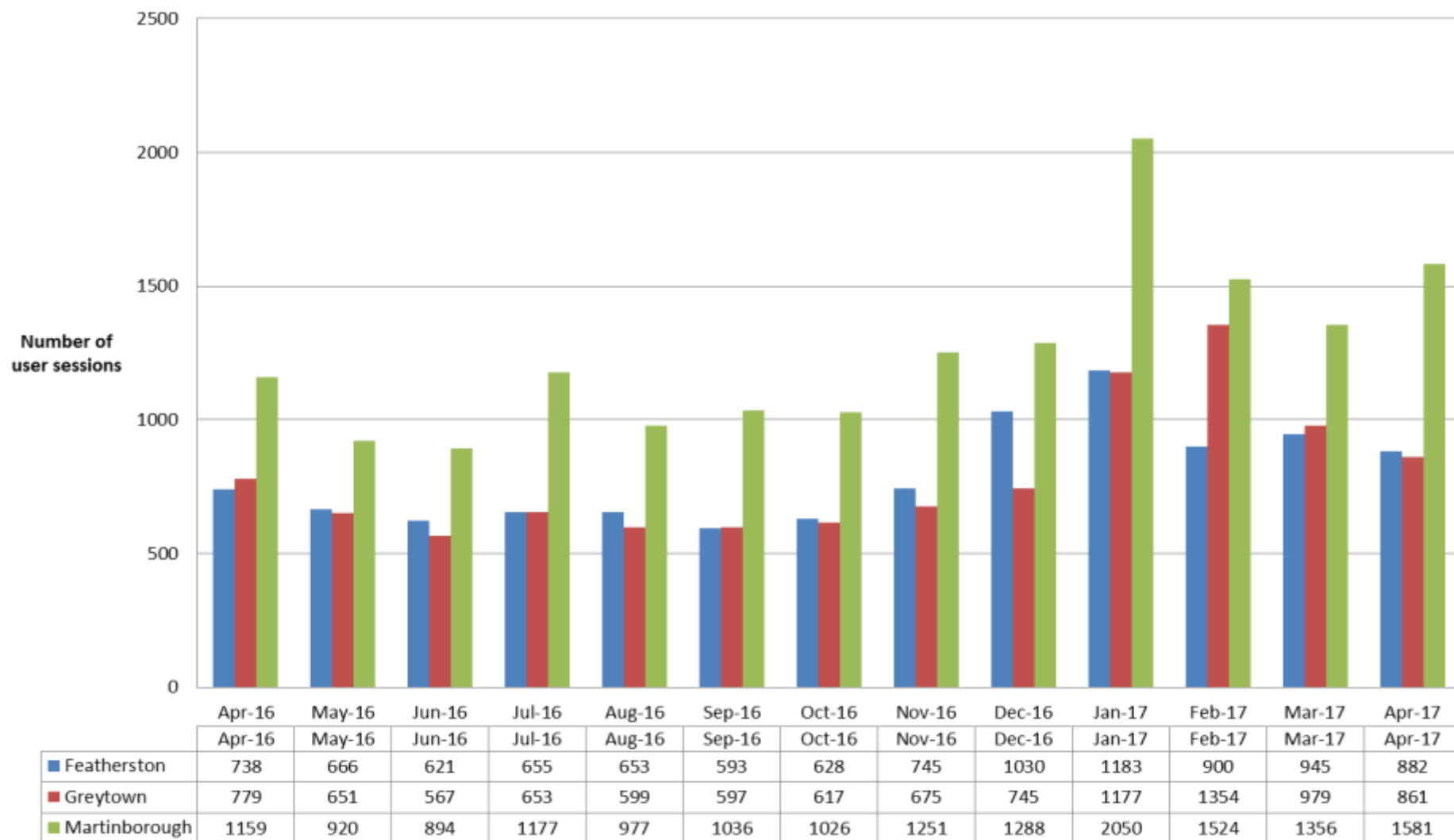


Wairarapa Library Service - audio and e-book issues to April 2017



	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17
Audiobooks	135	113	118	107	103	82	111	129	121	151	153	145	135
E-books	265	282	308	233	232	223	250	220	244	260	257	327	308

APNK Wi-fi user sessions to April 2017



FEATHERSON COMMUNITY BOARD

6 JUNE 2017

AGENDA ITEM 6.4

BEAUTIFUL TOWNS AND CITIES AWARDS

Purpose of Report

To inform community boards about the beautiful town award and provide information about how to nominate their town.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Beautiful Towns and Cities Awards Report.*
2. *Consider whether the Community Board wishes to coordinate a nomination/s to the Beautiful Towns and Cities Awards.*

1. Executive Summary

Mayor Napier has received an invitation from Keep NZ Beautiful for South Wairarapa District Council to participate in the Beautiful Towns and Cities Awards (see Appendix 1).

There are four main award categories: Beautiful Towns and Cities, Kiwi's Choice Award, Best Loo Award and Best Street Award.

There are a number of other award categories available for individuals, businesses, schools and community groups to enter.

Entries for all categories are valid for projects, campaigns and initiatives, which have been completed between September 1 2016 and September 1 2017. Entries will open, (official criteria and terms & conditions released) on June 1st 2017.

Further information on the Keep NZ Beautiful awards and their other initiatives can be found on their website (www.knzb.org.nz/beautifulawards).

2. Beautiful Towns & Cities Award Category

These awards recognise and celebrate positive actions taken by communities in local and urban areas to protect and enhance their local environments. They encompass initiatives such as litter prevention, recycling, protection of the environment, preserving heritage, community action and leadership and environmental sustainability programmes.

There are four categories for this Award:

- Most Beautiful Suburb – open to all suburbs in NZ
- Most Beautiful Small Town/Village – Population of 5,000 or less
- Most Beautiful Large Town – Population of 5,000 – 20,000
- Most Beautiful City – population of 20,000+

In 2016 Fielding won the Most Beautiful Large Town award for the 15th time. 2016 winners for all categories can be found on the Keep NZ Beautiful website - there appears to be no winner (perhaps no entries) for the Most Beautiful Small Town/Village in 2016.

2.1 Gala Award Evening

On October 13th 2017 Keep NZ Beautiful will recognise the environmental excellence of individuals, groups, businesses and schools at its annual "Beautiful Awards" which are being held at Craggy Range Winery in Hastings.

Tickets for this evening will be available from June 1st 2017 from Keep NZ Beautiful.

2.2 Financial Considerations

Should the Community Board wish to send a member to the Gala Dinner, the ticket cost, travel and accommodation would need to be met by the Community Board.

3. Appendices

Appendix 1 – Correspondence from Keep NZ Beautiful

Contact: Mayor Viv Napier
Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Correspondence from Keep NZ Beautiful



South Wairarapa District Council
PO Box 6 Martinborough 5741

Monday 8th May 2017

Dear Mayor Napier,

Re: Invitation for South Wairarapa District Council to enter the "Beautiful Towns & Cities Awards"

The Beautiful Awards are a prestigious awards evening that recognises New Zealand's best towns, cities and local heroes, who lead the way with their outstanding environmental and beautification work.

We would love for **South Wairarapa District Council** to be recognised for the great environmental work that has been done in your region over the past 12 months. Below are a few award categories for you to consider entering:

BEAUTIFUL TOWNS & CITIES

These awards recognise and celebrate positive actions taken by communities in local and urban areas to protect and enhance their local environments. They encompass initiatives such as litter prevention, recycling, protection of the environment, preserving heritage, community action and leadership and environmental sustainability programmes.

There are four categories for this Award.

- | | |
|------|---|
| 173. | Most Beautiful Suburb – open to all suburbs in NZ |
| 174. | Most Beautiful Small Town/Village – Population of 5,000 or less |
| 175. | Most Beautiful Large Town – Population of 5,000 – 20,000 |
| 176. | Most Beautiful City – population of 20,000+ |

KIWI'S CHOICE AWARD

This award recognises a favourite spot in New Zealand. Judging is done based upon location, facilities available, natural beauty, man-made beauty, cleanliness, popularity, and uniqueness. Anyone in New Zealand can nominate his or her favourite spot to win the Kiwi's Choice Award, however the award will be given to the local council.

BEST LOO AWARD

This award recognises the best public toilet in the country. It will take into account the location, the cleanliness and facilities of the interior and exterior and environment around the loo. This category is open to any one who manages/oversees a public toilet.

BEST STREET AWARD

This award recognises and celebrates a street that clearly stands out in the community. It will take into account the efforts that have been made for beautification, cleanliness and community pride. Gardens are cared for and the street feels safe, there is no evidence of graffiti or litter and plans are in place for keeping the street beautiful.



OTHER AWARD CATEGORIES

In addition to the outlined awards, we have a range of awards that are available for individuals, businesses, schools and community groups to enter also.

These include:

- 345 Tidy Kiwi
- 346 Young Legend
- 347 Community Environmental Initiative
- 348 Sustainable School
- 349 Community Group
- 350 Most Innovative Business Packaging
- 351 Most Sustainable Business Project
- 352 Most Sustainable Business

We would love your support to help us promote these great awards to your local community so we can acknowledge them for their environmental efforts over the past 12 months. We have a range of promotional posters, digital tiles, press releases and other assets available that we are happy to share with your team. Please email marketing@knzb.org.nz for more information.

Entries to all categories are valid only for projects, campaigns and initiatives, which have been completed between September 1st 2016 and September 1st 2017. **Entries open on June 1st, 2017 and close on September 1st, 2017.**

For a full list of award categories please see www.knzb.org.nz/beautifulawards.

GALA DINNER

All award winners will be announced at the Annual Keep New Zealand Beautiful Awards Gala Dinner, to be held on Friday October 13th at Craggy Range Winery in Hastings.

We would like to extend a formal invitation to you to purchase a seat (or table) at the awards evening. Enclosed is a save the date for the evening. Tickets will be on sale from June 1st at www.knzb.org.nz/beautifulawards.

Keeping New Zealand Beautiful is a big job – and we couldn't do it without you.

Kind Regards,

Jodie Stuart
National Marketing Manager
marketing@knzb.org.nz
(022) 3566 334

FEATHERSTON COMMUNITY BOARD

06 JUNE 2017

AGENDA ITEM 6.5

RESTORATION WORK PROPOSAL FOR DONALD'S CREEK STOPBANK BY FEATHERSTON SCHOOLS

Purpose of Report

To inform Community Board members of the proposal by the Featherston schools to carry out restoration work on the Donald's Creek stopbank.

Recommendations

Officers recommend that the Community Board:

1. *Receives the Restoration Work Proposal for Donald's Creek stopbank by Featherston Schools.*
2. *Supports the work proposed by the students.*

1. Executive Summary

Students from Featherston schools who have been using the SWDC-owned Donald's Creek stopbank reserve for ecological studies as part of a Wairarapa Moana education project. The students are proposing further work in the reserve after learning about water quality and biodiversity. This would begin with planting restoration on the banks of the creek, and potentially lead to a long-term beautification project. The students are well-supported by Greater Wellington Regional Council (GWRC) which has responsibility for flood management work along Donald's Creek. The students will present their ideas and tentative plans to the Community Board, and are looking for approval to proceed with the next stage of their work.

2. Background

The section of the Donald's Creek stopbank between SH2 and SH53 is owned by Council. It is an area of over 2 hectares, and is held as a Local Purpose (Drainage and Utility) Reserve. The stopbanks form part of the Greater Wellington Regional Council Flood Protection asset management programme. While previously used for horse grazing, the land is now no longer made available for that purpose to ensure the protection of the waterway and creek banks. In 2016, both Featherston School and St Teresa's School were looking for a suitable location for students to do water

testing and monitoring, and restoration planting. Officers suggested this part of Donald's Creek, and the project has now grown to include South Featherston School, with support and advice from the Regional Council and Esther Dijkstra from EnviroSchools.



3. Discussion

3.1 The Schools' Project

The three Featherston schools have now formed a steering group of students to look at this section of Donald's Creek. They are supported by a Pete Hull, a teacher at South Featherston School along with Esther Dijkstra from EnviroSchools. Esther was engaged by GWRC. The initial work proposed for 2017 is planting of the creek margins with suitable grasses. The students looked at the reserve, and saw the potential for more than just restoration planting of the creek. They are beginning to look at the longer-term possibility of beautification of the reserve and its development into a small

public park. The activities involved in planning, discussing, consulting, fund-raising and planting benefit the students across all curriculum areas. The students will outline their ideas in a presentation during the public participation part of the meeting.



3.2 Role of SWDC officers

SWDC Amenities staff have general oversight of the project, and are responsible for liaison with City Care, who do on-demand weed control and grass cutting in the area. Amenities staff are also available to liaise with Featherston Community Board. As SWDC is the owner of the property, officers will have some responsibility in ensuring that suitable health and safety plans are in place before the commencement of any work.

3.3 Role of Featherston Community Board

Council resolution 2010/274 gives community boards decision-making authority over urban amenities, parks and reserves:

all matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans, fall within the Annual Plan budget and the LTCCP be delegated to the appropriate Community Board for decision. Any matter that does not meet any of these criteria will be referred to Council who may seek a recommendation from the Community Board.

There is no management plan for the reserve. However, should the Community Board show general support for the students' proposal, a management plan could be prepared as part of the project over the next few years. It is appropriate for the Community Board to be the initial decision-making authority for the large-scope elements of the project, such as whether to proceed with the park development plan. The Community Board will also determine the level of consultation needed with the full

Council. This gives the Community Board input into outcomes such as the visual appearance of the town, while providing valuable civics experience for the students.

3.4 Role of Greater Wellington Regional Council

The Regional Council is providing support through Esther Dijkstra. Guidance on restoration planting, including suitable plant types, locations and sources, weed control, planting and plant maintenance has already been provided to the students, and GW staff will continue to monitor the project as it progresses.

3.5 Financial Considerations

No specific funds are budgeted for 2017/18 for the reserve, although operating funds will be available for weed management. The students have funds from other sources available for the planting work proposed for this year. If the reserve is developed into a park over time, then any additional operating costs for maintenance will be identified and budgeted for by council. Fund-raising events, funding applications to suitable agencies, and working with the Menz Shed are options proposed for funding capital works.

4. Conclusion

The initial stream restoration work will be of benefit to the stream as well as to the visual appearance of the area, and will be done at little cost to council. The further development of the area as a project by the schools, working with the Community Board and other community groups, has the potential to beautify the reserve and provide an additional amenity to the town.

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

FEATHERSTON COMMUNITY BOARD

2 MAY 2017 ACTIONS:

347 – SIGNAGE

I have consulted with all the businesses in Featherston. We recieved written feed back from 7 businesses wanting some sort of sinage for people to stop in Featherston. 10 people said it was a good idea. 9 people were either non committed or against more signs for Featherston.

Since then Featherston has had a rising profile and it appears there are more people stopping in Featherston to have a look.

I contacted Russell Hooper (15/5/2017) he is over whelmed with Annual Plan and Resource Consent applications. He did contact Land transport who if we go ahead with anything would like to be kept informed. There has been little time to forward ths action. I will contact all the people and keep them up to date on this.

233 – POPPY SIGN TRUST

I have received the Road names of Featherston. I have contacted the Poppy Trust who is looking to see which names fit the conditions for a poppy sign. I also have rung The Masterton Archives and spoken to Mr Gareth Winter who has written a book called Street wise on how the South Wairarapa streets were named. It appears that there have been few names related to WWI, and most names have been around since 1860's when the Wellington council named the Featherston streets, that is why there are so many Wellington names.

I would like to thank the council staff especially Susan and Russell who were so helpful in finding and sending me the names of the streets.

CONSULTATION ON AMENITIES – A meeting is being set up to discuss the consulataion document that was tabled on the 31 January meeting. Thank you Helen for sending me the updated version.

Wastewater – I reported back to the concerned individuals about the decision made by the FCB regarding the waste water. There is still a great concern over the way the waste water is going to be sprayed to land. I have arranged a small meeting with the concerned people who will outline the special nature of the area and look at alternative ways to put the waste water to land. As ther is no direct treatment envisaged in the first five years there is concern about the quality of water. Records show that high nutrient levels of ammonia and nitrogen are in the water released to the streams and this does not appear to be different in the first few years to ground.

New Zealand Community Boards Conference 2017 - Methven.

I would like to thank the Featherston Community Board for allowing me to go to this event. It was very valuable and interesting. Thank you Barbara for the excellent arrangements and comfortable accomodation you organised for us.

We flew to Christchurch and drove to Methven. It was cold outside and there was a dusting of snow on the mountains.

The first day was the most interesting with speakers, but both days I learnt a lot.

David Rutherford who engaged us on the values of protecting fundamental freedoms and democratic rights of people in the community. The importance of engaging the community in projects that affect them and the wider community.

Sam Johnson the founder of the Student Volunteer Army who spoke about how to build and work with volunteers in the community. If you have an idea make it happen! His community development strategies were gained as a student representative in Christchurch.

Eyal Halamish who was engaging and pointed out the importance of looking at the gaps in our communities and how to connect relevantly with them bring them on board and value their ideas. Also that not all projects are viable and so it is OK to say no but give the reasons.

Peter Biggs spoke on how to bridge the communication divide between those on social media and those who rely on non electronic media. How to communicate in a relevant way with communities to listen and support their ideas to fruition.

Wendy McGuinness – Tackling poverty in NZ. This was the most engaging and important workshop I attended and we discussed the possible gaps in our communities and the many faceted faces of “poverty” that communities have. She is willing to come to help run a workshop in Featherston outlining the strategies to reach everyone in the community.

The Featherston Community board is in **zone 4** – which stretches from Kapiti to Wairarapa. Christine Papps is our representative.

The dinner was excellent and Best Practice Awards were given out to recognise significant contributions made by community boards in their communities. The Eketahuna community Board received the Enhancing communities and supreme award for their town upgrade.

I learnt a lot and am looking forward to put all the ideas into practice. Let the community lead with their ideas and listen and help empower them to make it real. Lead and listen to the grass roots.

Claire Bleakley 22 May 2017.



Name unknown, Brenda West, Anne Rainford, Sisi Tuala- Le'afa and Claire Bleakley



Bronwyn Hunt, Eyal Halamish, Claire Bleakley

MEMBER REPORT

for

Featherston Community Board Meeting

6 June 2017

Member Name	Robyn Ramsden Featherston Community Board
Topic	Featherston Community Board Facebook Page
Date	As of 26 May 2017
Total Page Likes	71
Total Reach	123
Page views	21
Posts since initiation	27 posts
Key issues	I need to put in all the future Community Board meetings and when items are due to the Secretary. We need to share the information about funding cycles and requirements.
Specific item/s for Community Board consideration	
General	Over all running the page isn't allot of work only taking up to an hour a week in total.

COUNCILLOR REPORT
for
South Wairarapa District Council Meeting
Wednesday 17th May 2017

Councillor's Name	Pam Colenso
Meeting – Date & Venue	Wairarapa Library Service Working Group 28 th April 2017 Carterton District Council meeting room.
Attendees	Cr Ruth Carter, Anne Hughes, Cr Tracey O'Callaghan, Robyn Ramsden, Helen McNaught, Cr Pam Colenso.
Key issues from meeting	Ruth Carter & Robyn Ramsden were elected Co-Chairs.
Speakers	None.
Specific item/s for Council consideration	None
General	<p>Carterton are conducting a review of their Library Policies which will be completed by the end of June. Helen to email tracked changes to the policy as reviewed by SWDC at the end of last year.</p> <p>Anne attended the APLM (Association of Public Library Managers) in Rotorua – items covered included:</p> <ul style="list-style-type: none"> • Strategic Plan for Libraries • Workshops on creative writing • Stepping up programs. • Libraries to focus on classes for literacy as 40% of 16 to 65 year olds have insufficient literacy to get a job. <p>Carterton are also completing an evaluation of every item in the library before the end of June. They will then complete an annual stocktake going forward. This is not too onerous as with the Kotui system most of this information will be able to be obtained electronically.</p> <p>Carterton have ordered wheels for all their shelving which will allow more flexibility within the library.</p> <p>Helen advised that Janet is leaving Martinborough Library and is taking up a position with Masterton Library. Janet has been responsible for all the school holiday programs and is a great team member. Advertises for part time and</p>

<p>Next Meeting</p>	<p>casual library staff is being undertaken.</p> <p>Helen is looking into the option of holding a Murder Mystery evening in the Greytown Library. She has been involved in a number of these and is keen to see this in the Wairarapa.</p> <p>9th June at 10am in the South Wairarapa.</p>
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Featherston Community Board

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



19 May 2017

Jo Woodcock
Wairarapa Community Kitties
27 Hecklers Road
Greytown 5794

To whom this may concern

From January 11th 2016, Wellington SPCA has been administrating the Wairarapa SPCA by the way of an area manager/inspector (part time). The SPCA do not intend that the Masterton base will re-open as an animal care shelter. At some point the building may be used as a transit centre for animals to be taken through to the Wellington shelter if there is sufficient volunteer and community (funding) support. The removal of the animal care shelter has left a large gap in the provision of care for felines in the Wairarapa and there are many animals on our streets that are in need of care.

The Featherston Community Board fully support the volunteer service provided by Wairarapa Community Kitties in caring for felines from Eketahuna through to the South Wairarapa. Wairarapa Community Kitties fundraise, trap strays, find foster homes for kittens, rehome suitable cats and euthanize felines unsuitable for rehoming.

This small group has rehomed over 100 cats and the Featherston Community Board fully support the efforts of this group to fundraise and petition for ongoing financial support.

Brenda West (Chair)
Featherston Community Board
West.bren@gmail.com

Our People – Our Community – Our District

Featherston Community Board

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



18 May 2017

Jean McDowall
Featherston Camp Memorial Group
PO Box 157
Featherston 5740

Dear Jean

At the last meeting of the Featherston Community Board, members agreed to seek information from the Featherston Camp Memorial Group in order to gain a better understanding of their beautification budget and available funds.

It would be appreciated if the Featherston Camp Memorial Group could provide a start date for your sculpture project and when the funds allocated by Council for installation would likely be drawn down. If you have quotes outlining the probable cost of installation it would also be helpful for the Board to know what these costs were and whether the full amount allocated for installation was likely to be used.

If you have any queries, please get in touch with me.

Yours sincerely

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

MEMBER REPORT

for

Featherston Community Board Meeting

6 June 2017

Member Name	Robyn Ramsden Featherston Community Board
Group Name	Featherston Information Centre
Group Members	Jocelyn Koing – Information Centre Manager Colin Olds – SWDC Councillor Robyn Ramsden – Featherston Community Board Member
Meeting Date	26 May 2017
Key issues from meeting	<ol style="list-style-type: none"> 1. The Information Centre’s purpose is to promote our Town and District. 2. Development of an MOU with the Community Board 3. Development of a Health and Safety Policy 4. Move front desk back to the Library side of the room 5. Funding/Finances 6. 6 weekly reporting by the Manager to the Community Board
Specific item/s for Community Board consideration	<ol style="list-style-type: none"> 1. We need to have a strong MOU with the Information Centre that sets down our formal relationship with the Information Centre and enduring reporting lines. As part of the MOU the Manager will report in time for the report to be included on the Community Board Agenda. We recommend that an MOU is drafted and we begin this process this month. 2. There needs to be a Health and Safety Policy in place for the Information Centre. The Manager already has one she’s been working on. We need to check with the SWDC CE as to who is responsible for the Policy. 3. Cr. Olds has offered to assist the Manager to move the front desk into the preferred location. 4. Funding. <p>We as a Community Board need to budget for the Information Centre and assist, by way of written support, further funding applications or fundraising events. It is understood by the Manager that recently some money was set aside for the Information Centre. What was this money</p>

	set aside for?
General	<p>The manager of the Information Centre is developing a proposal to join the Old Courthouse to the Heritage Museum. Plans are being drafted and will be presented to the Featherston Community Board in due course.</p> <p>The Information centre has limited power points at their disposal. They would like more put into the main room so visitors can access power and so that their own systems stop tripping the power to the building.</p> <p>Robyn will investigate Voice over Internet (VoIP) for the Information Centre. This should reduce the on going cost of a phone line and an internet connection.</p> <p>The Manager of the Information Centre will provide an update of their accounts for the last financial year in the next report.</p> <p>The Information needs younger members of the Community to come forward to volunteer at the Information Centre. The more volunteers they have the longer they can open.</p>
Next Meeting	Monday 3 July 10 am (somewhere warm)