



## GREYTOWN COMMUNITY BOARD

### Agenda 19 July 2017

**Notice of a meeting to be held in the WBS Room of the Greytown Town Centre, 89 Main Street, Greytown, on Wednesday 19 July 2017 commencing at 7:00pm.**

#### **MEMBERSHIP OF THE COMMITTEE**

Leigh Hay (Chair), Cr Paora Ammunson, Cr Margaret Craig, Mike Gray, Ann Rainford and Christine Stevenson. Student representative AJ Southey.

#### **PUBLIC BUSINESS**

**1. APOLOGIES:**

**2. CONFLICTS OF INTEREST:**

**3. PUBLIC PARTICIPATION:**

- |     |   |               |
|-----|---|---------------|
| 3.1 | Geoff Clark, Yo wassa happenin?                                       | <b>7:00pm</b> |
| 3.2 | Wendy Morrison and Kieran McNaulty, Accelerate Wairarapa Presentation | <b>7:05pm</b> |

**4. PRESENTATIONS:**

- |     |   |               |
|-----|---|---------------|
| 4.1 | Katie Abbott and Jeremy Partridge, Tree Advisory Group update | <b>7:10pm</b> |
|-----|---|---------------|

**5. 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.*

**6. COMMUNITY BOARD MINUTES:**

- |     |   |                  |
|-----|---|------------------|
| 6.1 | Minutes for Approval: Greytown Community Board Minutes of 7 June 2017 | <b>Pages 1-5</b> |
|-----|---|------------------|

**Proposed Resolution:** *That the minutes of the Greytown Community Board meeting held on 7 June 2017 be confirmed as a true and correct record.*

**7. CHIEF EXECUTIVE AND STAFF REPORTS:**

- |     |   |                   |
|-----|---|-------------------|
| 7.1 | Update of Council's Notable Tree Register<br>Report presented by Murray Buchanan, Group Manager | <b>Pages 6-14</b> |
|-----|---|-------------------|

Planning and Environment and Hans van Kregten, Kaha Consultancy

- |     |   |                    |
|-----|---|--------------------|
| 7.2 | Action Items Report   | <b>Pages 15-20</b> |
| 7.3 | Income and Expenditure Statements   | <b>Pages 21-26</b> |
| 7.4 | Officers' Report to Community Boards  | <b>Pages 27-59</b> |
| 7.5 | Review of Policy E502: Community Groups Use of and Access to Council Parks and Reserves | <b>Pages 60-67</b> |

## **8. NOTICES OF MOTION:**

- 8.1 None advised

## **9. CHAIRPERSON'S REPORT**

- 9.1 Chairperson's Report **Pages 68-71**

## **10. MEMBER REPORTS (INFORMATION)**

- |      |  |                |
|------|--|----------------|
| 10.1 | Update on Kuranui School Project; Ann Rainford |                |
| 10.2 | Update on Vodafone Project; Ann Rainford       |                |
| 10.3 | Update on FreshChoice traffic; Leigh Hay       |                |
| 10.4 | Greytown Town Hall Management Plan; Leigh Hay  |                |
| 10.5 | Update on Tree Advisory Group; Mike Grey       |                |
| 10.6 | Wairarapa Library Service                      | <b>Page 72</b> |

## **11. CORRESPONDENCE**

**Proposed Resolution:** *That the inwards and outwards correspondence be received and approved.*

- |      |  |                    |
|------|--|--------------------|
| 11.1 | Inwards  |                    |
|      | From Kevin Tso, Victim Support, to Featherston Community Board, dated 13 June 2017                     | <b>Pages 73-77</b> |
| 11.2 | Outwards   |                    |
|      | From Leigh Hay, Greytown Community Board, to Debbie Malneek, Neighbourhood Support, dated 19 June 2017 | <b>Page 78</b>     |
|      | From Greytown Community Board, to Chris Ward, FreshChoice Greytown, dated 19 June 2017                 | <b>Page 79</b>     |



## Greytown Community Board

### Minutes – 7 June 2017

- Present:** Leigh Hay (Chair), Cr Margaret Craig, Mike Gray and Ann Rainford.
- In Attendance:** Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 7 June 2017 between 7:00pm and 8:16pm.
- Also in Attendance:** Debbie Malneek (Neighbourhood Support), Katie Abbott (Tree Advisory Group).

#### **PUBLIC BUSINESS**

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

*GCB RESOLVED (GCB 2017/34)* to receive apologies from Christine Stevenson, Cr Paora Ammunson, AJ Southey, Mayor Viv Napier, Paul Crimp and Deputy Mayor Brian Jephson.

*(Moved Cr Craig/Seconded Rainford)*

Carried

*GCB RESOLVED (GCB 2017/35)* to send flowers to Christine Stevenson to acknowledge the passing of her mother.

*(Moved Cr Craig/Seconded Hay)*

Carried

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

There were no conflicts of interests.

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

###### **3.1 Debbie Malneek, Neighbourhood Support**

Ms Malneek introduced herself as the Neighbourhood Support Coordinator and outlined progress and plans for Greytown. Ms Malneek asked the Community Board to support the programme.

##### **4. PRESENTATIONS:**

###### **4.1 Katie Abbott and Jeremy Partridge, Tree Advisory Group (TAG)**

Ms Abbott presented Arbor Day plans which included a display in the Greytown Town Centre from the 2 July 2017, planting in O'Connors Bush with Greytown Kindergarten, Greytown Early Years and Greytown School Envirogroup students on the 6 July 2017, and a public planting in Greytown Cemetery on the 8 July 2017.

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Ms Abbott noted that the Tree Advisory Group had information on myrtle rust identification.

## **5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS**

### **5.1 Neighbourhood Support**

*GCB ACTION:*

1. Action 332: On behalf of the Greytown Community Board, write a letter of support for the Neighbourhood Support Programme; P Crimp

### **5.2 Tree Advisory Group**

Mr Gray undertook to organise a workshop to progress the Tree Advisory Group Terms of Reference.

*GCB RESOLVED (GCB 2017/36)* to support the planned public planting at the Greytown Cemetery on the 8 July 2017 in recognition of Arbor Day.

*(Moved Hay/Seconded Cr Craig)*

Carried

## **6. COMMUNITY BOARD MINUTES**

### **6.1 Greytown Community Board Minutes – 26 April 2017**

*GCB RESOLVED (GCB 2017/37)* that the minutes of the Greytown Community Board meeting held on 26 April 2017 be confirmed as a true and correct record.

*(Moved Hay/Seconded Gray)*

Carried

## **7. CHIEF EXECUTIVE AND STAFF REPORTS**

### **7.1 Action Items Report**

The Community Board requested a response from Council on action 218 regarding the barrier system in O’Connors Bush by 15 June 2017, with a view to having a new walkway system in place by 30 June 2017.

*GCB RESOLVED (GCB 2017/38)* to receive the Action Items Report.

*(Moved Cr Craig/Seconded Rainford)*

Carried

### **7.2 Income and Expenditure Report**

*GCB RESOLVED (GCB 2017/39)* to receive the Income and Expenditure Statement for the period 1 July 2016 – 30 April 2017.

*(Moved Hay/Seconded Cr Craig)*

Carried

*GCB RESOLVED (GCB 2017/40)* to request that Council expedite the receipt of a new quote for the watering and maintenance of the Greytown street barrels taking into account the lack of need for planting.

*(Moved Hay/Seconded Cr Craig)*

Carried

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### 7.3 Officers Report

*GCB RESOLVED (GCB 2017/41)* to receive the Officers' Report.  
(*Moved Hay/Seconded Rainford*)

Carried

*GCB RESOLVED (GCB 2017/42)* to recommend to Council to urgently paint the Greytown Cemetery fence along the State Highway 2 boundary.

(*Moved Cr Craig/Seconded Hay*)

Carried

*GCB RESOLVED (GCB 2017/43)* to recommend to Council to take every opportunity including the use of alternative labour options (i.e. Department of Corrections) to ensure that the Greytown Cemetery is properly maintained.

(*Moved Gray/Seconded Rainford*)

Carried

*GCB RESOLVED (GCB 2017/44)* to recommend to Council to look at the toilet facilities at the south end of Greytown with a view to upgrading and to ensure more rigorous ongoing building maintenance and cleaning.

(*Moved Rainford/Seconded Gray*)

Carried

### 7.4 Requests for Financial Assistance

Members noted that there was very little use of the Citizens Advice Service, operated from Masterton, by Greytown residents.

*GCB RESOLVED (GCB 2017/45):*

1. To receive the Requests for Financial Assistance.
2. To grant the Greytown Little Theatre \$500 to assist with the publicity costs associated with producing and performing 'An Unseasonable Fall of Snow'.

(*Moved Gray/Seconded Rainford*)

Carried

3. To grant the Wairarapa Mathematics Association \$200 to assist with the costs associated with the annual primary and secondary schools maths competition.

(*Moved Cr Craig/Seconded Rainford*)

Carried

4. To grant the Greytown Lioness Club \$500 to assist with the costs associated with programme production and welcome bags to give to the 100 attendees of the annual NZ Lioness Fun Forum.

(*Moved Rainford/Seconded Gray*)

Carried

5. To decline the application from the Wairarapa Citizens Advice Bureau as it did not meet the criteria, noting that the applicant must operate from the Greytown Ward.

(*Moved Cr Craig/Seconded Gray*)

Carried

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6. To decline the application from Arthur Clarke as it did not meet grant criteria, noting that the applicant must be a non-profit organisation.

*(Moved Gray/Seconded Rainford)*

Carried

#### 7.5 Beautiful Towns and Cities Awards

*GCB RESOLVED (GCB 2017/46):*

1. To receive the Beautiful Towns and cities Awards Report.
2. To form a working group to focus specifically on submitting an entry into the Most Beautiful Small Town/Village category, and to look at projects undertaken that have achieved this, in order to get an application submitted in a timely manner.

*(Moved Hay/Seconded Cr Craig)*

Carried

Carried

### 8. NOTICES OF MOTION

There were no notices of motion.

### 9. CHAIRPERSONS REPORT

#### 9.1 Chairperson's Report

*GCB RESOLVED (GCB 2017/47):*

1. To receive the Chairperson's Report.
2. That following on from the previous welcome to Greytown signs report, to approve up to \$2,000 for C. Turvey of 3D Designs to offer several options for new Welcome to Greytown signs.

*(Moved Hay/Seconded Rainford)*

Carried

### 10. MEMBERS REPORTS (INFORMATION)

#### 10.1 Kuranui College Field Trips

Mrs Rainford reported on the student workplace visit initiative she was developing with Kuranui College and as submitted in her report to the Board.

#### 10.2 Community Boards Conference Report

A report had been included in Community Board papers on the Community Boards Conference and Mrs Rainford spoke about the Board working together with the community to put forward proposals to Council.

#### 10.3 Disaster Planning Workshop

Mrs Hay thanked Mr Gray and the emergency management team for progressing Greytown emergency preparedness so that the public

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meeting recently held was a success. Greytown were now well positioned to complete their Community Response Plan.

Mr Gray tabled a report on the recent civil defence and emergency management workshop and suggested that the Community Board incorporate emergency preparedness items in future strategic plans.

10.4 Safety Concerns – West Street Access and Egress from FreshChoice Carpark

Mr Gray tabled a report and spoke about safety concerns for traffic entering and exiting the West Street FreshChoice car park with the potential for pedestrian harm. Mr Gray noted an accident had occurred at the West Street car park entrance.

*GCB RESOLVED (GCB 2017/48):*

- 1. To receive member reports.  
*(Moved Hay/Seconded Rainford)*
- 2. Action 333: On behalf of the Greytown Community Board, write to Greytown FreshChoice expressing safety concerns with regards to the car park entrance/exit and seek feedback on how the situation could be improved; P Crimp

Carried

**11. CORRESPONDENCE**

11.1 Outwards

To Jo Seddon, Chorus, From Committee Secretary on behalf of Greytown Community Board, dated 4 May 2017

To Jan Eagle, Friends of Stella and Sarah, from Greytown Community Board, dated 4 May 2017

*GCB RESOLVED (GCB 2017/49)* to approve the outwards correspondence.

*(Moved Cr Craig/Seconded Rainford)*

Carried

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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# GREYTOWN COMMUNITY BOARD

19 JULY 2017

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## AGENDA ITEM 7.1

### UPDATE OF COUNCIL'S NOTABLE TREE REGISTER

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#### **Purpose of Report**

To inform Community Board Members of the work being undertaken to update the protected trees register of the WCDP and request feedback on trees to be evaluated.

#### **Recommendations**

Officers recommend that the Board:

1. *Receive the Update of Council's Notable Tree Register.*
2. *Suggests additional trees which it considers worthy of evaluation for inclusion as a notable tree in the WCDP's Appendix 1.4.*

## **1. Executive Summary**

Council has resolved to update the schedule (Appendix 1.4) in the Wairarapa Combined District Plan (WCDP) which lists protected trees.

This has come about because some trees were not scheduled at the time the WCDP was promulgated. In addition some trees no longer exist that were scheduled. Lastly there are a number of corrections of a technical nature (e.g. wrong site ID) which will be amended as part of the process.

The plan change is not designed to change any of the current policy or rules relating to how protected trees are managed under the WCDP.

Council is asking the Community Boards and Maori Standing Committee to consider and put for suggestions of trees to be evaluated for inclusion.

In addition wider community consultation has begun and will be expanded upon.

A plan change is expected to be promulgated by the end of this year.

## **2. Discussion**

Historic and beautiful trees help to create attractive environments. The WCDP provides for recognition of notable trees across the Wairarapa. The

Council has given that status to trees on 97 sites in the South Wairarapa District.

The trees were identified with the use of the nationally accepted STEM method that assesses landscape and amenity merits of trees.

A copy of the list is attached as Appendix 1.

The regulatory implication of a notable tree listing in the district plan is that any interference with such trees (other than removal of broken branches, branches interfering with buildings or utility networks and works undertaken to maintain the health of the tree) requires a resource consent from the council.

Some people believe more trees in the district warrant such protection.

For instance, concerns have been expressed by the Tree Advisory Group in Greytown that the Council's list did not consider additional trees that had been identified as possibly suitable for inclusion.

Similar issues may be experienced elsewhere in the district.

It also appears that some trees listed in the plan are no longer in place or are located to land with a different legal description.

Consequently, Council has agreed to undertake a focussed plan change process to ensure that the list is up to date and correct, and to consider inclusion of additional trees worthy of protection.

Council has indicated that it prefers to include only those trees where there is support from the individual property owner on whose land the trees are located, however other trees will be evaluated if the case for inclusion is strong.

Council has commissioned Hans van Kregten of Kaha Consultancy Ltd to progress this plan change with the help of a recognised arborist and council staff.

As part of this work, the 3 community boards are being approached with an invitation to put forward additional trees that may be included. Likewise, the Council's Maori Standing Committee will be invited to suggest additional trees for evaluation.

The general public have already been notified through an article in the Rates Newsletter and will also be approached through media releases and public notices with an invitation to suggest additional trees for inclusion.

Trees for inclusion can be on privately or publicly owned land, and be located in both urban and rural parts of the district. Trees on land administered by the Department of Conservation do not require district plan protection.

Council will consider all suggestions to update the list. It will use specialist arborist advice to assess the need for protection for additional trees and will

base any further action on STEM method scores, landowners' views and other relevant considerations. If Council believes changes to the list are warranted, such changes will be subject to a formal district plan change process. This process will be open to public submissions.

It is Council's intention that any plan change be formally promulgated by December 2017.

### **3. Conclusion**

The 3 boards and community are being asked to input suggested trees to Council. These will be evaluated for inclusion in a plan change to be promulgated by the end of this year.

### **4. Appendices**

Appendix 1 – List of Trees in WCDP

Consultant: Hans van Kregten, Kaha Consultancy

Contact Officer: Annabel Hobson, Planner

Reviewed By: Murray Buchanan, Group Manager, Planning and Environment

# **Appendix 1 – List of Trees in WCDP**



Notable Tree(s) Number	Tree Type	Location and Legal Description (where known)	Map Number
Ts017	<i>Tilia x europaea</i> (55) and various others	Soldiers Memorial Park, Greytown (Part Sec 4 Greytown Small Farm Settlement)	59
Ts018	<i>Eucalyptus</i>	15B Udy Street, Greytown (Lot 2 DP 308336)	59
Ts020	<i>Liriodendron tulipifera</i> , <i>Aesculus hippocastanum</i>	Road verge, 10 Jellicoe Street, Greytown (in front of Lot 3 DP 398828).	59
Ts021	<i>Quercus robur</i>	51 Reading Street, Greytown (Lot 11 DP 67142)	59
Ts022	<i>Tilia x europaea</i>	206 Main Street, Greytown (Lot 4 DP 1213)	60
Ts023	<i>Magnolia grandiflora</i>	129 Main Street, Greytown (Pt Sec 55 Town of Greytown)	60, 61
Ts024	<i>Ulmus campestris</i> (2) (adjacent Buchanan Wing), <i>Tilia x europaea</i> (foreground Buchanan Wing), <i>Picea sp</i> (Buchanan Wing), <i>Quercus palustris</i> (last tree R side of Ave)	Hospital Grounds, East Street, Greytown (Lot 1 DP 90535)	60
Ts025	<i>Fraxinus excelsior</i>	188 Main Road, Greytown (Lot 1 DP 342812)	60
Ts026	<i>Juglans regia</i>	78 Main Street, Greytown (Lot 1 DP 89322)	60
Ts027	<i>Liquidamber styraciflua</i>	54 Wood Street, Greytown (Lot 1 DP 32333)	59
Ts028	<i>Quercus robur</i>	Road verge, 86 West Street, Greytown (adjacent to Lot 1 DP 17731)	59
Ts029	<i>Quercus sp</i> , <i>Fagus sylvatica purpurea</i>	31 West Street, Greytown (Part Sec 16 Town of Greytown)	59
Ts030	<i>Taxus baccata</i>	106 West Street, Greytown (Lot 2 DP 70079)	59
Ts031	<i>Quercus robur</i>	Road verge, 100 West Street, Greytown (Lot 1 DP 64859)	59
Ts032	<i>Quercus robur</i>	7A Cotter Street, Greytown (Lot 2 DP 399141)	60
Ts033	<i>Schinus molle</i>	21 East Street, Greytown (Lot 6 DP 22662)	59
Ts035	<i>Quercus robur</i> , <i>Eucalyptus regnans</i> (3)	Greytown Primary School, East Street, Greytown (Part Sec 31 Greytown Belt)	61
Ts036	<i>Quercus robur</i>	Road verge opp. 37 and adjacent to 34 Humphries Street, Greytown (Lot 2 DP 61702)	60
Ts038	<i>Quercus robur</i>	35 Wood Street, Greytown (Lot 9 Deeds 310)	59
Ts039	<i>Quercus robur</i>	54 Wood Street, Greytown (Lot 1 DP 32333)	59
Ts040	<i>Ulmus campestris</i> (5)	21 Wood Street, Greytown (Lot 2 DP 343941)	59
Ts041	<i>Quercus robur</i>	76B West Street, Greytown (Lot 2 DP 70711)	59
Ts042	<i>Quercus robur</i>	58B Kuratawhiti Street, Greytown (Lot 1 DP 34617)	59

Notable Tree(s) Number	Tree Type	Location and Legal Description (where known)	Map Number
Ts043	<i>Fagus sylvatica purpurea</i>	46 Kuratawhiti Street, Greytown (Part Sec 5 of Greytown Small Farm Settlement)	59
Ts044	<i>Tilia x europaea</i> (2), <i>Fagus sylvatica</i> (2), <i>Fraxinus excelsior</i>	40 Kuratawhiti Street, Greytown (Lot 1 DP 83851)	59
Ts045	<i>Prumnopitys taxifolia</i> (5), <i>Podocarpus totara</i> (30)	46 West Street, Greytown (Lot 1 DP 8748)	59
Ts046	<i>Quercus robur</i> (15)	Old Railway line west to Cotter Street (Lot 4 DP 30169)	60
Ts047	<i>Quercus robur</i> (15)	Old Railway line west to Cotter Street (Lot 1 DP 30169)	60
Ts048	<i>Quercus agrifolia</i> , <i>Eucalyptus obliqua</i> , <i>Nothofagus solandri</i> (2)	Donald Street, Featherston (Lot 1 DP 359158)	65
Ts049	<i>Araucaria heterophylla</i> , <i>Chamaecyparis lawsoniana</i> , <i>Fagus sylvatica purpurea</i>	31 Wakefield Street, Featherston (Part Sec 115 Town of Featherston)	63, 64
Ts050	<i>Paratrophis banksii</i> , <i>Corynocarpus laevigatus</i> , <i>Prumnopitys taxifolia</i> , <i>Dacrycarpus dacrydioides</i> , <i>Podocarpus totara</i>	Pigeon Bush, Western Lake Road, Featherston (Lot 2 DP 351055)	18
Ts051	<i>Dacrydium cupressinum</i> , <i>Dacrycarpus dacrydioides</i> , <i>Nestegis cunninghamii</i> (2+), <i>Podocarpus totara</i>	391 Underhill Road, Featherston (Lot 1 DP 80348)	18
Ts052	<i>Podocarpus totara</i> (3+), <i>Prumnopitys taxifolia</i> (4+)	Barr Brown Reserve, Underhill Road, Featherston (Lot 31 DP 46642)	63
Ts053	<i>Sequoiadendron giganteum</i> (2), <i>Sequoia sempervirens</i> , <i>Eucalyptus obliqua</i>	Waiorongomai, Western Lake Road (Part Sec 19 Western Lake District SO 10683)	23
Ts054	<i>Araucaria heterophylla</i> (2), <i>Araucaria bidwillii</i> , <i>Castanea sativa</i> , <i>Pinus radiata</i> , <i>Ulmus sp</i> , <i>Pinus pinaster</i> , <i>Prumnopitys taxifolia</i>	Ratanui Homestead, Waiorongomai, Western Lake Road (Part Sec 19 Western Lake District SO 10683)	23
Ts055	<i>Araucaria bidwillii</i> (2), <i>Quercus ilex</i> , <i>Cedrus atlantica</i> , <i>Pinus ponderosa</i> , <i>Abies alba</i> , <i>Ulmus sp</i> , <i>Sequoia sempervirens</i> (2), <i>Quercus robur</i> , <i>Pinus nigra</i> , <i>Sequoiadendron giganteum</i>	Pihautea, 693A Kahutara Road (Lot 1 DP 423275)	25
Ts056	<i>Araucaria heterophylla</i>	17 Johnston Street, Featherston (Lot 1 DP 13193)	64, 65
Ts056a	<i>Chamaecyparis lawsoniana</i> , <i>Sequoia sempervirens</i> , <i>Betula pendula</i> (3), <i>Quercus robur</i> (2)	Johnston Street, Featherston (Lot 1 DP 11388)	64, 65
Ts057	<i>Sequoiadendron giganteum</i> , <i>Pinus radiata</i> , <i>Chamaecyparis lawsoniana</i>	Featherston Domain (Town Reserve of Featherston)	63
Ts058	<i>Prumnopitys taxifolia</i> , <i>Podocarpus totara</i> , <i>Nestegis cunninghamii</i> , <i>Paratrophis microphylla</i> , <i>Agathis australis</i> (2)	79 Underhill Road, Featherston (Lot 14 DP 46642)	63
Ts059	<i>Corynocarpus laevigatus</i>	Prairie Holm, 1280 Western Lake Road, Featherston (Part Sec 80 Western Lake District)	24
Ts060	<i>Podocarpus totara</i> (2), <i>Tilia x europaea</i> (3), <i>Quercus robur</i> (2), <i>Prumnopitys taxifolia</i> , <i>Platanus acerifolia</i> (2), <i>Acer palmatum</i> 'Purpureum', <i>Aesculus hippocastanum</i> , <i>Chamaecyparis lawsoniana</i> , <i>Dacrycarpus dacrydioides</i>	Tauherenikau Racecourse, Featherston (Lot 3 DP 346532)	19

Notable Tree(s) Number	Tree Type	Location and Legal Description (where known)	Map Number
Ts061	<i>Eucalyptus globulus</i>	70a Woodward Street, Featherston (Lot 2 DP 65386)	64
Ts062	<i>Sequoiadendron giganteum</i> , <i>Quercus robur</i> , <i>Fagus sylvatica</i> , <i>Eucalyptus regnans</i> , <i>Phoenix canariensis</i> (2), <i>Eucalyptus camaldulensis</i> (2), <i>Eucalyptus pulchella</i>	Otahuna, 1027A Kahutara Road, Featherston (Lot 2 DP 91007)	24
Ts063	<i>Juglans regia</i>	St Teresa's School, Bell Street, Featherston (Lot 1 DP 52326)	65
Ts064	<i>Aesculus carnea</i> , <i>Quercus rubra</i> , <i>Dacrycarpus dacrydioides</i> , <i>Eucalyptus globulus</i> (7+)	Lowlands, 191 No. 1 Line, Tauherenikau, Featherston (Lot 2 DP 22068)	19
Ts065	<i>Dacrycarpus dacrydioides</i>	Diversion Road, Featherston (Part Sec 92 Moroa District SO 10862)	18, 19, 24, 25
Ts066	<i>Quercus robur</i> (3), <i>Ulmus sp</i> (2)	Langs Pharmacy, 54 Fitzherbert Street, Featherston (Lot 6 Deeds Plan 134)	64
Ts067	<i>Cupressus torulosa</i> , <i>Sequoia sempervirens</i> , <i>Tilia x europaea</i> , <i>Quercus robur</i> (3+), <i>Juglans regia</i> , <i>Quercus ilex</i>	Rototawai Road, Kahutara, Featherston (Part Lot 1 DP 14477)	24
Ts068	<i>Fagus sylvatica</i> , <i>Quercus robur</i> (2), <i>Ulmus sp</i> , <i>Tilia x europaea</i> , <i>Acer palmatum</i> , <i>Sequoia sempervirens</i>	Tahora, 925 Kahutara Road, Featherston (Lot 2 DP 4854)	24
Ts069	<i>Eucalyptus obliqua</i> , <i>Quercus robur</i>	The Cottage, 42 Moroa Road, Featherston (Lot 1 DP 25852)	19
Ts070	<i>Elaeocarpus dentatus</i> (2), <i>Agathis australis</i> , <i>Fagus sylvatica</i> , <i>Pseudotsuga menziesii</i> , <i>Podocarpus totara</i> (11), <i>Quercus cerris</i> (3), <i>Castanea sativa</i> (2), <i>Pinus radiata</i> , <i>Cedrus deodara</i> , <i>Acer monspessulanum</i> (3), <i>Eucalyptus pulchella</i> , <i>Quercus robur</i> , <i>Alectryon excelsa</i> , <i>Ulmus sp.</i>	Featherston Underhill Road Character Area, Underhill Road, Featherston (Sec 95 & Pt Sec 102 Featherston Suburban SO 10563)	63
Ts071	<i>Dacrycarpus dacrydioides</i> (6), <i>Podocarpus totara</i> (2)	60 Lyon St (south end), Featherston (Lot 1 DP 66586)	64
Ts072	<i>Fagus sylvatica purpurea</i> , <i>Pseudotsuga menziesii</i>	134 West Street, Greytown (Lot 21 DP 16344)	60
Ts073	<i>Pyrus communis cultivar</i>	89 No. 1 Line, Tauherenikau, Featherston (Lot 24 DP 991)	19
Ts074	<i>Podocarpus totara</i>	87A Underhill Road, Featherston (Lot 2 DP 394595)	63
Ts075	<i>Rhododendron "Sir Robert Peel"</i> (3), <i>Trachycarpus fortunei</i>	160 Fitzherbert Street, Featherston (Lot 1 DP 50757)	65
Ts076	<i>Quercus robur</i> , <i>Magnolia grandiflora</i>	29 Waite Street, Featherston (Lot 1 DP 83371)	65
Ts077	<i>Quercus ilex</i> (2), <i>Quercus rubra</i> (6), <i>Mespilus germanica</i> , <i>Ulmus procera</i> (5), <i>Grevillea robusta</i> , <i>Quercus robur</i> (5), <i>Eucalyptus ficifolia</i> , <i>Eucalyptus sideroxylon</i> , <i>Trachycarpus fortunei</i> , <i>Eucalyptus leucoxyton Rosea</i> , <i>Schinus molle</i>	Martinborough Square, Martinborough	68

Notable Tree(s) Number	Tree Type	Location and Legal Description (where known)	Map Number
Ts078	<i>Quercus.sp.</i> , <i>Fraxinus angustifolia</i> , <i>Ailanthus altissima</i> , <i>Quercus palustris</i> (2), <i>Cedrus deodora</i> , <i>Fraxinus angustifolia</i> (2), <i>Quercus</i> (2), <i>Ulmus procera</i> "Louis van Houtte" (2), <i>Quercus Apalustris</i> , <i>Quercus robur</i> , <i>Podocarpus totara</i> "Aura", Centennial Park	Centennial and Considine Park, Martinborough (Lot 1 DP 4545)	68
Ts079	<i>Juglans regia</i> , <i>Quercus palustris</i>	10 Daniel St, Martinborough (Lot 12 DP 2042)	69
Ts080	<i>Gleditsia</i> 'Sunburst'	113-129 Dublin Street, Martinborough (Lot 1 DP 81880)	69
Ts081	<i>Ulmus glabra</i>	12 Weld Street, Martinborough (Lot 18 Deeds Plan 24)	69
Ts082	<i>Juglans regia</i> , <i>Ginkgo biloba</i>	20 Roberts Street, Martinborough (Lot 4 DP 414627)	69
Ts083	<i>Juglans regia</i>	17 Suez Street, Martinborough (Lot 290 DP 248)	69, 70
Ts084	<i>Juglans regia</i>	18 Weld Street, Martinborough (Lot 1 DP 434612)	69
Ts085	<i>Schinus molle</i> , <i>Quercus robur</i>	29 Broadway Street, Martinborough (Lot 1 DP 426707)	68
Ts086	<i>Nothofagus solandri</i>	4 Radium Street, Martinborough (Lot 15 Deeds Plan 152)	69
Ts087	<i>Quercus palustris</i>	45 Kitchener Street, Martinborough (Pt Lot 1 DP 6872)	68
Ts088	<i>Eucalyptus sp</i>	52 Kitchener Street, Martinborough (Lot 1 DP 304500)	68
Ts089	<i>Corynocarpus laevigatus</i>	54 Jellicoe Street, Martinborough (Lot 552 DP 248)	69
Ts090	<i>Quercus palustris</i>	7 Strasbourge Street, Martinborough (Lot 107 DP 248)	68
Ts091	<i>Tilia platyphyllos</i> , <i>Quercus palustris</i>	Martinborough School, 14-16 Dublin Street, Martinborough (Pt Lot 67 and 68 Deeds Plan 24)	68
Ts092	<i>Cedrus deodara</i> (hedge)	Martinborough Swimming Pool, 1-9 Princess Street, Martinborough (Lot 660-663 DP 249)	68
Ts093	<i>Eucalyptus sp</i>	Martinborough Vineyard, 45 – 47 Princess Street, Martinborough (Lot 2 DP 82458)	68
Ts094	<i>Eucalyptus sp</i> , <i>Prumnopitys taxifolia</i>	Patuna Farm, 236 Haurangi Road, Ruakokoputuna (Lot 1 DP 395437)	31
Ts095	<i>Prumnopitys taxifolia</i> , <i>Podocarpus totara</i>	115 Ruakokoputuna Road, Martinborough (Lot 1 DP 80552)	31
Ts096	<i>Quercus robur</i>	St Andrews Anglican Church, 41 – 43 Dublin St, Martinborough (Lots 546 and 547 DP 248)	69
Ts097	<i>Eucalyptus punctata</i> , <i>Phoenix canariensis</i> (3), <i>Eucalyptus sp</i> (2)	Te Rehua, 35 Huangarua Rd, Martinborough (Lots 1 and 2 DP 22269)	68

# GREYTOWN COMMUNITY BOARD

19 JULY 2017

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## AGENDA ITEM 7.2

### ACTION ITEMS REPORT

#### **Purpose of Report**

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

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the information.*

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

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

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

#### **2. Appendices**

Appendix 1 - Action Items to 19 July 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

# **Appendix 1 – Action Items to 19 July 2017**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
43	GCB	3-Feb-16	Resolution	Leigh Hay	GCB RESOLVED (GCB 2016/06) to approve a budget of up to \$1,000 to remove old Greytown entrance way signs. (Moved Cr Craig/Seconded Stevenson) Carried	Open	In Commitments 13/4/17: This should take place within the next month. Permission for consent has being lodged with NZTA
240	GCB	27-Apr-16	Resolution	Mark	GCB RESOLVED (GCB 2016/17) to support the submission of Graeme Gray, representing the Greytown 2000 Project, to update the Greytown Cemetery name boards, including burials and cremations, in the immediate future. (Moved Cr Craig/Seconded Hay) Carried	Open	19/5/16: Advised that the Wairarapa Branch of the Society of Genealogists has been approached looking for volunteers to work through the update as there is currently no staff capacity. No time-frame for completion but the project has started. 07/06 Genealogists have a team to work on this, preliminary meeting next week 22/07 Genealogists under way with compiling revised list to update sign 7-2-17 Still underway 05/12 Genealogists are almost finished with their work, just waiting on final spreadsheet 03/03/17 Genealogists touched base to say they are about two weeks away from being finished with their work. Trish and Helen to meet with them when they finish, and then plan the updated signage 24/5/17 Geanealogists' material now ready to be turned into signs as soon as Trish and Helen have time to format the text <i>(this action is to remain live until completed)</i>
60	GCB	1-Feb-17	Action	Paul	Review the proposed Greytown CDEM Community Response Team's TOR for uniformity (as compared to the Featherston and Martinborough documents), against WREMO's contracted responsibilities and Councils standard templates	Open	
141	GCB	15-Mar-17	Resolution	Leigh Hay	GCB RESOLVED (GCB 2017/17): 1. To receive the Naming of New Roads Report. 2. To submit a list of approved names and	Open	13/4/17: Leigh Hay has contacted Ian Farley to put forward significant local names (with Explanations) for consideration. Paora has

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					support the revised road approval process. (Moved Cr Craig/Seconded Gray) Carried		submitted a list of significant Maori names. 7/6/17: Leigh also talking to Neil Montgomerie
218	GCB	26-Apr-17	Resolution	Mark	GCB RESOLVED (GCB 2017/26): 1. To receive the Action Items Report. (Moved Hay/Seconded Rainford) Carried 2. That the chain across the western entrance of O'Connors Bush be removed and that a wooden barrier similar to the one at the eastern end of the walkway be installed. (Moved Gray/Seconded Rainford) Carried	Open	24/6/17 Awaiting start of new Ops Manager at City Care 7/6/17: GCB request a response by the 15 June, with a view to having a new walkway access system in place by 30 June 19/6/17 Job is now with City Care for action
222	GCB	26-Apr-17	Resolution	GCB	GCB RESOLVED (GCB 2017/30): 1. To receive the Chorus Cabinet Art Project Report. 2. To locate the Greytown cabinets and identify the most appropriate cabinet for the Cabinet Art Project. (Moved Hay/Seconded Gray) Carried	Actioned	6/6/17: Only 1 cabinet in Gtn.
223	GCB	26-Apr-17	Resolution	GCB	GCB RESOLVED (GCB 2017/31): 1. To receive the Poppy Road Signs Project. 2. To identify possible locations for remembrance as part of the Poppy Road Signs Project. (Moved Hay/Seconded Rainford) Carried	Open	6/6/17: GCB supporting the project and to identify suitable locations
322	GCB	7-Jun-17	Resolution	Mark	GCB RESOLVED (GCB 2017/40) to request that Council expedite the receipt of a new quote for the watering and maintenance of the Greytown street barrels taking into account the lack of need for planting. (Moved Hay/Seconded Cr Craig) Carried	Actioned	19/6/17 Emailed revised quote to Leigh Hay
324	GCB	7-Jun-17	Resolution		GCB RESOLVED (GCB 2017/42) to recommend to Council to urgently paint the Greytown Cemetery fence along the State Highway 2 boundary. (Moved Cr Craig/Seconded Hay) Carried	Actioned	19/6/17 Fence has been water-blasted and is looking a lot better. The work is on the maintenance schedule and we are aiming to re-paint come spring/summer.
325	GCB	7-Jun-17	Resolution	Mark	GCB RESOLVED (GCB 2017/43) to recommend to Council to take every opportunity	Actioned	19/6/17 The Cemetery is maintained to the highest level possible given the constraints of the

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					including the use of alternative labour options (i.e. Department of Corrections) to ensure that the Greytown Cemetery is properly maintained. (Moved Gray/Seconded Rainford) Carried		contract, but the weather doesn't always play ball. Have been having issues with people driving across the grass including over newly-topped up graves. New signage will be going in and extra bollards are planned. Using Corrections is not really an option due to ad-hoc availability and ability to supervise work. Also there is a tension created by having what would normally be commercial work done for free.
326	GCB	7-Jun-17	Resolution	Mark	GCB RESOLVED (GCB 2017/44) to recommend to Council to look at the toilet facilities at the south end of Greytown with a view to upgrading and to ensure more rigorous ongoing building maintenance and cleaning. (Moved Rainford/Seconded Gray) Carried	Actioned	19/6/17 The AP decision regarding this toilet was for officers to investigate painting it. The facility is not planned for replacement, but officers will consider options and review maintenance schedule.
327	GCB	7-Jun-17	Resolution	Jennie	GCB RESOLVED (GCB 2017/45): 1. To receive the Requests for Financial Assistance. 2. To grant the Greytown Little Theatre \$500 to assist with the publicity costs associated with producing and performing 'An Unseasonable Fall of Snow'. (Moved Cr Craig/Seconded Rainford) Carried 3. To grant the Wairarapa Mathematics Association \$200 to assist with the costs associated with the annual primary and secondary schools maths competition. (Moved Rainford/Seconded Gray) Carried 4. To grant the Greytown Lioness Club \$500 to assist with the costs associated with programme production and welcome bags to give to the 100 attendees of the annual NZ Lioness Fun Forum. (Moved Rainford/Seconded Gray) Carried 5. To decline the application from the Wairarapa Citizens Advice Bureau as it did not meet the criteria, noting that the applicant must operate	Actioned	All paid and notified

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					from the Greytown Ward. (Moved Cr Craig/Seconded Gray) Carried 6. To decline the application from Arthur Clarke as it did not meet grant criteria, noting that the applicant must be a non-profit organisation. (Moved Gray/Seconded Rainford) Carried		
328	GCB	7-Jun-17	Resolution	Leigh Hay	GCB RESOLVED (GCB 2017/46): 1. To receive the Beautiful Towns and cities Awards Report. (Moved Hay/Seconded Rainford) Carried 2. To form a working group to focus specifically on submitting an entry into the Most Beautiful Small Town/Village category, and to look at projects undertaken that have achieved this, in order to get an application submitted in a timely manner. (Moved Hay/Seconded Cr Craig) Carried	Open	
329	GCB	7-Jun-17	Resolution	Leigh Hay	GCB RESOLVED (GCB 2017/47): 1. To receive the Chairperson's Report. 2. That following on from the previous welcome to Greytown signs report, to approve up to \$2,000 for C. Turvey of 3D Designs to offer several options for new Welcome to Greytown signs. (Moved Hay/Seconded Rainford) Carried	Open	
332	GCB	7-Jun-17	Action	Paul	On behalf of the Greytown Community Board, write a letter of support for the Neighbourhood Support Programme	Actioned	
333	GCB	7-Jun-17	Action	Paul	On behalf of the Greytown Community Board, write to Greytown FreshChoice expressing safety concerns with regards to the car park entrance/exit and seek feedback on how the situation could be improved	Actioned	

# GREYTOWN COMMUNITY BOARD

19 JULY 2017

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## AGENDA ITEM 7.3

### 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 Statement for the period 1 July 2016 – 31 May 2017.*

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

The Income and Expenditure Statement for 1 July 2015- 30 June 2016 and for 1 July 2016 – 31 May 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.

The beautification budget income and expenditure is now included.

#### **2. Appendices**

Appendix 1 - Income and Expenditure Statement for the period 1 July 2016 – 31 May 2017

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

**Appendix 1 – Income and  
Expenditure Statement for  
the period 1 July 2016 – 31  
May 2017**

<b>Greytown Community Board</b>		
<b>Income &amp; Expenditure to 30 May 2017</b>		
	<u>INCOME</u>	
	Balance 1 July 2016	5,369.69
	Annual Plan 2016/17	31,954.00
	<b>TOTAL INCOME</b>	<b>37,323.69</b>
	<u>EXPENDITURE</u>	
	Members' Salaries	14,228.98
	<b>Total Personnel Costs</b>	<b>14,228.98</b>
1/07/2016	AP City Care Gtn Barrels - May 2016	120.00
26/07/2016	AP City Care Gtn Barrels July 2016	120.00
25/08/2016	AP City Care Gtn Barrels - Aug 16	120.00
1/09/2016	AP Lamb-Peters Pri 1xfootpath sign,Tourist Info Centre Layout and Proofing \$30.00 (ov	265.00
27/09/2016	AP City Care Weed & water barrels Gtn	120.00
27/09/2016	AP Local Governmen Annl Com Brd's levy Fsn,Gtn,Mbo	166.67
26/10/2016	AP City Care Gtn Barrels weed/water Oct 16	120.00
31/10/2016	AP OfficeMax New Z Stationery	11.19
25/11/2016	AP Fitting out container-space	500.00
25/11/2016	AP Greytown Swimmi Purchase 6 new starting blocks	500.00
25/11/2016	AP Greytown Cricke Costs 150th year Jubilee	500.00
29/11/2016	AP City Care Gtn Barrels weed & garden - November 16	120.00
8/12/2016	AP Printcraft Business cards 250 x 19 names	164.00
28/12/2016	AP City Care Gtn Barrels - Dec weed and garden	120.00
17/01/2017	AP City Care Gtn Barrels - January 2017	120.00
27/02/2017	AP City Care Gtn Barrels weeding/watering Feb 17	120.00
4/12/2016	AP Instal Xmas decorations for town hall	400.00
31/03/2017	AP City Care Gtn Barrels weeding/watering March 17	120.00
21/04/2017	AP City Care Greytown Barrels - April 17	120.00
1/05/2017	AP Vidulich G P GCB approp shelving reimbursement includes \$55.00 discount	240.00
8/05/2017	S/CRS AP City Care Greytown Barrels - April 17	120.00
	<b>Total General Expenses</b>	<b>4,186.86</b>

1/08/2016	AP Greytown Scout GCB Grant-jamboree	500.00
31/08/2016	AP Greytown Trails GCB Grant Mtc costs of trail	1,000.00
19/05/2017	AP Flagmakers Street Flags Gtn	1,438.54
	<b>Total Grants</b>	<b>2,938.54</b>
	<b>TOTAL EXPENDITURE</b>	<b>21,354.38</b>
	<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>15,969.31</b>
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2017	1,671.02
	City Care Maintain barrels in town centre 2016/17	120.00
	Remove Old Welcome to Greytown Signs	1,000.00
	Free Swim Month	1,250.00
	Rsource Consent for Barrels	360.00
	Erecting Street Flags	400.00
	Grapevine Advertisement Greytowns Civil Defence Strategy	180.00
	C Turvey 3D Designs - options welcome to greytown signs	2,000.00
	Greytown little theater grant	500.00
	Cobblestone Trust grant	500.00
	Greytown Liones grant	500.00
	Wairarapa Maths grant	200.00
	<b>Total Commitments</b>	<b>8,681.02</b>
	<b>BALANCE TO CARRY FORWARD</b>	<b>7,288.29</b>

<b>Greytown Beautification budget</b>	
<b>Budget</b>	
2013/2014	10,300.00
2014/2015	10,000.00
2015/2016	10,220.00
2016/2017	10,460.00
<b>Total Budget</b>	<b>40,980.00</b>
<b>16/17 expenditure</b>	
Flag makers GTN branded flags	1,498.54
Leafland plants for wine barrels	1,836.00
Power services	595.00
Farmlands	252.00
Lamb-Peters wine barrel stencils etc.	287.00
Lansdown nursery - herb plants	105.00
<b>15/16 expenditure</b>	
Marks signs	380.00
<b>14/15 expenditure</b>	
City care - entrance way project	8,716.72
City care - entrance way project	1,953.83
<b>13/14 expenditure</b>	
City care	1,106.80
<b>Total Expenditure</b>	<b>16,730.89</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>24,249.11</b>
<u>LESS: COMMITMENTS</u>	
<b>Total Commitments</b>	<b>-</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>24,249.11</b>

<b>Greytown Community Board</b>	
<b>Income &amp; Expenditure For the year ended 30 June 2016</b>	
<b>INCOME</b>	
Balance 1 July 2015	10,339.48
Annual Plan 2015/16	20,954.00
<b>TOTAL INCOME</b>	<b>31,293.48</b>
<b>EXPENDITURE</b>	
Members' Salaries	15,300.00
<b>Total Personnel Costs</b>	<b>15,300.00</b>
AP City Care Greytown barrels - July 15	120.00
AP Greathead papers-digitisation	3,260.00
AP Mr M Gray Friends of O'Connors Bush reimb	32.93
AP Artwork for Welcome to Gtn sign	150.00
AP City Care Gtn Barrels - Aug 15	120.00
AP Local Governmen Annual C/Brd levy 2015/16	166.67
AP City Care Greytown Barrels - Sept 15	120.00
AP Mark`s Signs Pick up after your pet sign	420.00
expenses x wages OCT	79.79
AP Student workshop 20/6/15	500.00
Diary 2016	11.99
AP Stationery & Info Cen volunteers lunch	324.38
AP Phase 2 Xmas decorations GCB	500.00
AP City Care December 15 Gtn Barrels	120.00
AP City Care October 15 Gtn Barrels	120.00
AP City Care November 15 Gtn Barrels	120.00
AP City Care January 16 Gtn Barrels	120.00
AP City Care Gtn Barrels Feb 16 Weed & Water Main	120.00
AP Lamb-Peters Pri 1600xA5 flyers CD preparedness Training	214.00
AP City Care Gtn Barrels March 2016 water & weed	120.00
AP City Care Gtn barrels - April 2016	120.00
Free Swim Day GCB 2015/59	140.50
AP City Care Gtn Barrels June	120.00
<b>Total General Expenses</b>	<b>7,120.26</b>
AP Grant-Rimutaka Crossing Reenactment	200.00
AP Greytown Trails GCB grant promotion of trail	1,000.00
AP NZ Council of V Programme costs-grant	500.00
AP Lanza Jute Tote Bags GCB grant Grant was to Greytown Country Market	524.40
C B WHYTE - JUTE BAGS GCB GRAN	-20.87
AP Friends of Cobb GCB grant"Carols at Cobblestones"	200.00
AP Greytown Little "Take a Chance on Me" grant	400.00
AP Wairarapa Mathe GCB Grant - Aug 16 Maths Week	200.00
AP GCB 16 grant wet weather overalls	500.00
<b>Total Grants</b>	<b>3,503.53</b>
<b>TOTAL EXPENDITURE</b>	<b>25,923.79</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>5,369.69</b>
<b>BALANCE TO CARRY FORWARD</b>	<b>5,369.69</b>

# GREYTOWN COMMUNITY BOARD

19 JULY 2017

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## AGENDA ITEM 7.4

### OFFICERS' REPORT

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#### **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.*

### CHIEF EXECUTIVE

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

The Annual Plan nears completion and I think the process went well again this year. A lot of work collating the document, thanks to Kyra and Jennie for their effort and Suzanne for the submissions processing. The proposed rates increase of 3.92% is in line with the LTP forecast.

Wairarapa DHB hosted an Intersectional Workshop, bringing together agencies across the Wairarapa with a view to identifying areas of common ground, and whether there are better ways of service delivery in these areas.

Hearings for the Wellington Regional Council Natural Resources Plan have commenced. This is a significant body of work and will take quite some time to finalise. Unfortunately, as the document is notified we have to "have regard to" the conditions in the draft plan, regardless of whether they are later removed or modified. This will impact our Featherston Wastewater consent application, and any other consent applications. This approach unfortunately adds cost and uncertainty.

The Local Government Commission have completed their hearings and are in deliberation mode. The decision timeframe was earlier advised as between July and November..... wait and see now!

## 2. Governance/Leadership/Advocacy

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

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

## 2.1 Local Government Commission

The Local Government Commission released their draft proposal on 15 March. Submissions closed on 3 May.

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. Matters covered were NZTA Update, in particular forward planning for the interim congestion that will occur during certain stages of Transmission Gully, Civil Defence, Regional Trails, and Local Government Excellence program.

#### 3.1.2. Mayoral Forum

No Mayoral forum was held.

#### 3.1.3. Community Boards

A further round of Community Board meetings were held.

#### 3.1.4. Rural & Provincial

The session was held 15 and 16 June. The meetings start with Mayor only/Chief Executive only sessions.

Topics covered in the CE only session included an update on the recent changes to the RMA legislation; a couple of presentations on Alliances for shared services; Risk based asset management, and where the regulatory system for the building sector is heading. All these presentations were quite topical for us and useful insight gained.

The main meeting LGNZ Update; Havelock North Drinking Water enquiry; Council – Maori arrangements; Walking Access Commission; and Tourism Infrastructure Fund. Hon Jacqui Dean spoke on local government portfolio priorities, and changes to the dog control act, both in a very general sense.

Police Commissioner Mike Bush presented on the resourcing of NZ Police and in particular a focus on rural and provincial NZ. Wendy McGuinness and

John Carter presented on "Poverty Demarcation Zones" ; Rob Beaglehole (NZ Dentist Assn spokesperson) passed around half a dozen teeth he had recently removed from the three year old, the direct result of too much sugar. Rob also discussed local authorities ability to influence sugary intake identifying some councils policies of not allowing sugary drinks at council offices and venues.

Finally, Hon Roger Sowry briefed the session on the Civil Defence and Emergency Management review.

All in all an interesting and useful meeting.

## **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.

### **4.2 Waihinga Centre/Martinborough Town Hall**

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

### **4.3 Claims – Coastal Recognition Orders**

We have been notified of approximately 16 claims under the Marine and Coastal Area (Takutai Moana) Act 2011.

In each of the claims the respondents are South Wairarapa District Council; Wellington Regional Council; and The Solicitor General on behalf of the Attorney General.

The orders sought are for protected customary rights and customary marine title over certain areas.

There has been a flurry of activity in regard to this matter as all claims had to be lodged by the end of April.

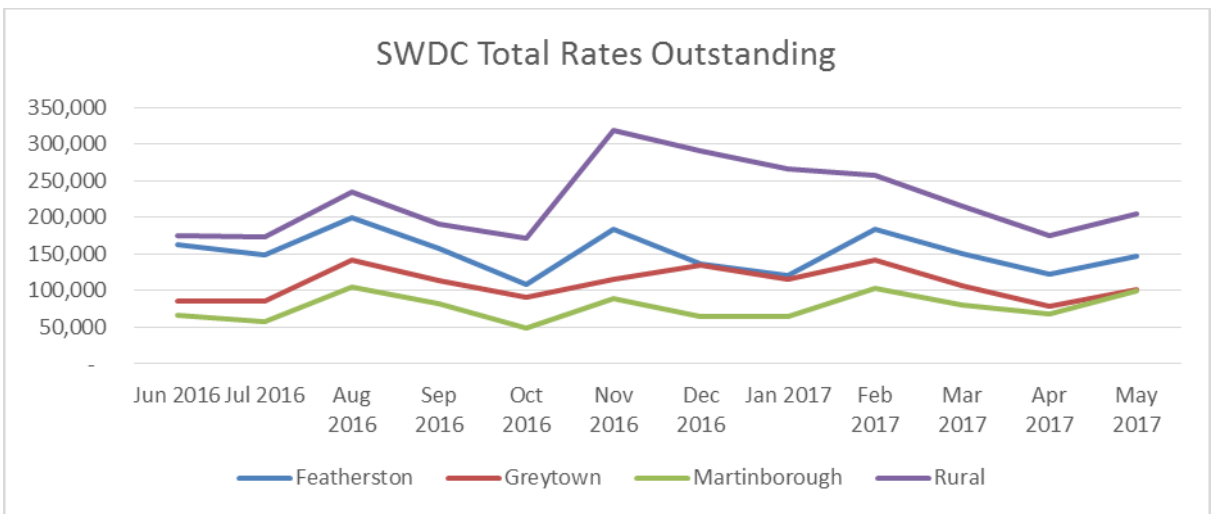
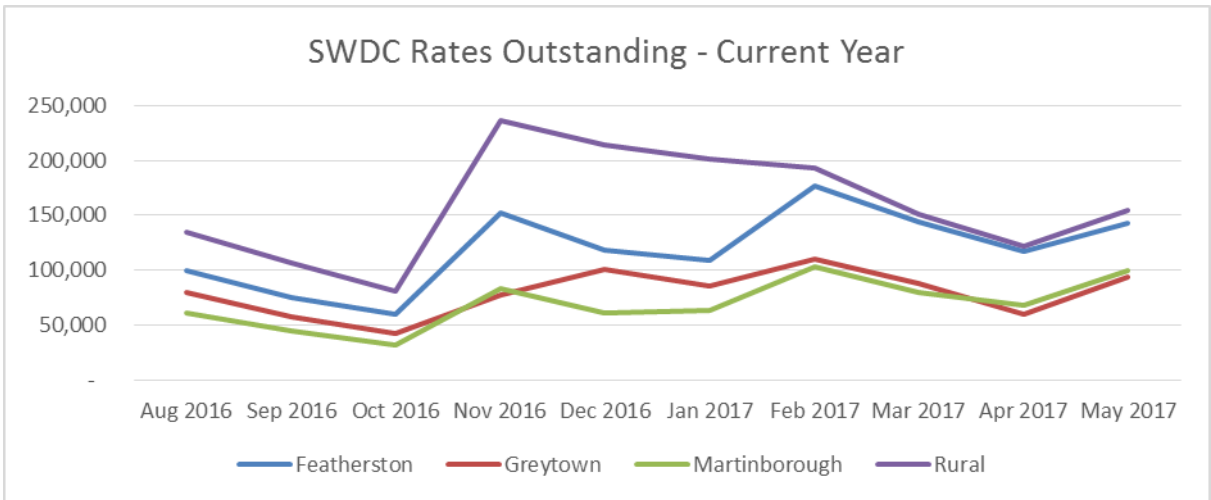
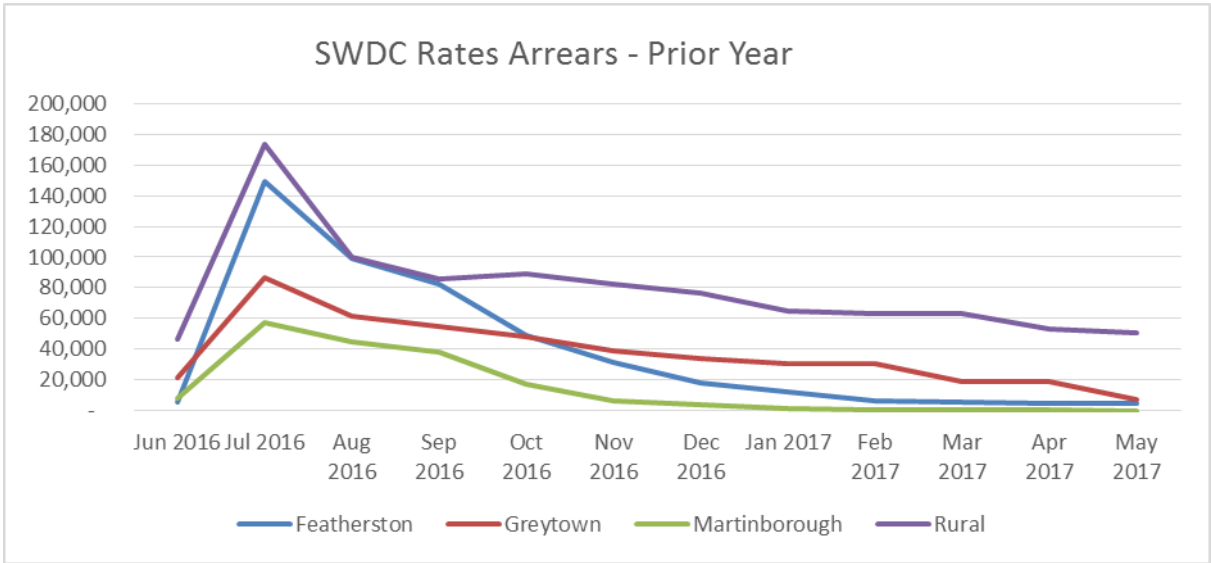
Simpson Grierson are handling this initial phase on our behalf.

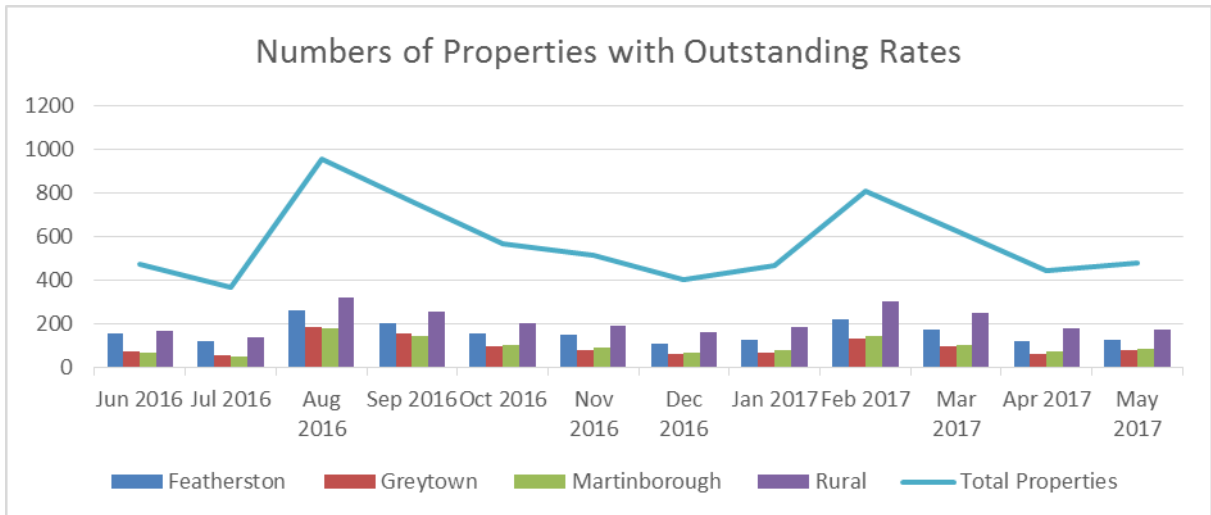
The legislation does not specify a process for consideration of these claims, the High Court will be deciding on procedural matters.

There may be some impact on SWDC in relation to various coastal consents we hold, Roding and the like.

### **4.4 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.





#### 4.5 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	RESPONSE
4 May 2017	Property file.	Can supply on payment of Admin fee.
5 May 2017	Noise complaints registered in 2016 by street.	Information provided.
5 May 2017	Background as to information required and provided to QV to determine rates.	Information provided.

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.

Contact Officer: Paul Crimp, Chief Executive Officer

# 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%	92%	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.

A consultant has commenced work on the Plan Change to update the schedule of protected trees in the Wairarapa Combined District Plan. An arborist has been engaged to provide the technical assessments for this process. After notifying the update to the public through the rates newsletter, only one property owner has come forward asking for their tree to be protected.

However it is proposed that more extensive consultation processes will be undertaken by the consultant and that these should engage a wider audience of property owners.

### 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 117 applications have exceeded timeframes as previously reported.
s.223* certificates issued within 10 working days	100%	93%	NCS. 3 applications have exceeded timeframes as previously reported.
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 10 resource consent applications between 1 May 2017 and 31 May 2017. This continues the pattern of high numbers of applications which has been evident for over 2 years now.

Officers provide detailed information as part of regular updates, subject to data availability, on all consents direct to 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 this time as all plans are current. A list of reserve plans (of various types) has been included in the Council Actions list with comments for Councillor information as previously requested.

### 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 as previously reported, 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.

Council has received a further formal complaint that raises issues around the absence/inclusion of information about a flood/inundation event in Martinborough. The issues raised date back some years (to 2004) and is not related to any recent LIM application. Council's insurers are handling the matter and no further comment can be made at this time. We will however be reviewing some aspects of the way we process LIMS and store hazard data for future reference.

TYPE	YTD	PREVIOUS YTD	PERIOD	PREVIOUS PERIOD
	1 JULY 2016 TO 31 MAY 2017	1 JULY 2015 TO 31 MAY 2016	1 MAY 2017 TO 31 MAY 2017	1 MAY 2016 TO 31 MAY 2016
Standard LIMs (Processed within 10 working days)	205	199	20	20
Urgent LIMs (Processed within 5 working days)	80	65	6	11
<b>Totals</b>	<b>285</b>	<b>264</b>	<b>26</b>	<b>31</b>

## 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%	99.42%	NCS – Continued monitoring of processing days. 340 of 342 CCC's were issued within 20WD as previously reported.
Building consent applications are processed within 20 working days	100%	98.75%	NCS – Continued monitoring of processing days. 475 of 481 consents were issued within 20WD as previously reported.
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%	63.44 %	148 of 229 known premises had been addressed. The new Earthquake-Prone Buildings Amendment Act takes full effect on 1st July 2017 and we are expecting the methodology for identifying earthquake-prone buildings to be released soon after. This may require us to reassess previously received reports and may increase our number of potential Earthquake-Prone Buildings.

TYPE	NUMBER	VALUE
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	1	\$5,000.00
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	9	\$386,000.00
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	43	\$4,035,811.00
<b>Other</b> (public facilities - schools, toilets, halls, swimming pools)	8	\$685,100.00
<b>Totals</b>	<b>61</b>	<b>\$5,111,911.00</b>

### 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
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<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 16/17</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	0 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%	92.5%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

<b>INCIDENTS REPORTED (1 MARCH TO 30 APRIL)</b>	<b>FEATHERSTON</b>	<b>GREYTOWN</b>	<b>MARTINBOROUGH</b>
Attack on Pets	9	0	7
Attack on Person	2	2	1
Attack on Stock	0	0	0
Barking and whining	17	8	12
Lost Dogs	20	9	11
Found Dogs	0	0	0
Rushing Aggressive	5	3	5
Wandering	48	31	43
Welfare	4	1	1
Fouling	0	0	1
<b>Total</b>	<b>105</b>	<b>54</b>	<b>81</b>

### **2.3 Public Places Bylaw 2012 - Stock Control**

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

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 16/17</b>	<b>YTD RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Stock causing a traffic hazard is responded to within 1 hour	100%	96.4%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls
Council responds to complaints regarding animals within 48 hours.	100%	87.5%	K:\resource\Bylaw Officers\Registers\Animal Control Service request register.xls

<b>INCIDENTS REPORTED</b>	<b>TOTAL</b>
Stock	2

## 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 within 1.5 hours.	100%	94.9%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 16 TO 31 MAY 17	PREVIOUS YTD 1 JULY 15 TO 31 MAY 16	PERIOD 1 MAY 17 TO 31 MAY 17	PREVIOUS PERIOD 1 MAY 16 TO 31 MAY 16
Total	119	97	2	3

## 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 Licencing Enforcement Agencies agreement.	100%	100%	

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2016 TO 31 MAY 17	PREVIOUS YTD 1 JULY 2015 TO 31 MAY 16	PERIOD 1 MAY 17 TO 31 MAY 17	PREVIOUS PERIOD 1 MAY 16 TO 31 MAY 16
On Licence	19	24	0	0
Off Licence	17	22	1	1
Club Licence	4	5	0	0
Manager's Certificate	123	110	3	10
Special Licence	56	40	3	1
Temporary Authority	3	5	0	1
<b>Total</b>	<b>222</b>	<b>206</b>	<b>7</b>	<b>13</b>

## 2.5 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 FCP 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

## 2.6 Bylaws

Between 1 May and 31 May 2017 there were 2 notices sent out relating to trees and hedges, no complaints relating to litter, and 2 abandoned vehicle complaints.

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

# INFRASTRUCTURE AND SERVICES

## 1. Group Manager highlights

The solid waste submissions on the Wellington Region Waste Management and Minimisation Plan (WRWMMP) have been received and reviewed and will go to the regional meeting for adoption. Also the tenders submitted for the Solid Waste contract have been reviewed and a recommendation will be at the next council meeting to engage the preferred contractor. Beyond this there will be discussions on added service levels and any areas in line with the WRWMMP.

Transport discussions have been held with NZTA and the three Wairarapa councils regarding the ability to bring the councils roading networks management into one unit. This could also incorporate the sections of State Highways 53 and 2. Numerous models from around the country had been discussed as also a way forward to review the options.

There has been an increase in unsealed road requests and this is expected at this time of year. However we are looking at changing methodology's for the maintenance and seeking some new equipment into the contract. This will also be able to be utilised across both the Carterton and South Wairarapa District Councils' roads. With Tim Langley returning as councils Roding Manager and working across both councils the ability to work more collaboratively is expected to assist in programing and efficiencies. The added roading engineer position is still not yet filled with interviews having been done a month ago due to the need to fill the manager's role first.

## 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	
		MAY	YTD	MAY	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 guidelines 2000	95%		99.9%		
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	<15	0.29 per1000 (1)	2.87 per1000 (10 complaint)	1	10

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
pressure of flow per 1000 connections			complaint)		
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.29 per1000 (1 complaint)	10.93 per1000 (38 complaint)	1	38
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0 per1000 (0 complaint)	2.01 per1000 (7 complaint)	0	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	(0/0) 0%	-	0	61
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	(0/0) 0%	-	0	61
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	(11/24) (46%)	-	24	308
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	(17/24) (71%)	-	24	308
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%		20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		45.5%		

## 2.2 Water supply capital improvements

### 2.2.1. Featherston water supply

Stage 2, the treatment improvement works, have now been completed and the commissioning of the plant has been ongoing since 23<sup>rd</sup> May. To date the plant has been operating reliably, supplying Featherston. After one month of routine operation 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 has been completed and tested. The only work left outstanding is the connection points to the existing main.

The project replaced 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.

Stage 3, is planned for 2017/18 where the main will be fully replaced up to the Woodside Treatment Plant, including trenchless replacement in two locations.

## 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 12 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 2 accounts for blockage clearing or no water flow for the Moroa network. None were reported for the Longwood network over the period.

## 3. Waste water

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

### 3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MAY	YTD	MAY	YTD
Number of blockages per 1000 connections	<10	8	11.44 per1000 (46 complaint)	8	46
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	-	-	6/10 (60%)	56
Resolution time: from notification to resolution of fault	< 4 Hrs	-	-	6/10 (60%)	56
% 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				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	0.5 per 1000 (2 complaint)	1.49 per 1000 (6 complaint)	2	6
No. of complaints per 1000 connections received about sewage system blockages	< 15	8	11.44 per1000 (46 complaint)	8	46
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%	6/10 60%	-	6/10 (60%)	84% (47/56)

## **3.2 Waste water treatment plants**

### **3.2.1. Capital and consents**

#### Featherston waste water consent application

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

Notification for public submissions is expected soon.

#### 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.

The procurement of the Stage 1B improvements (Greytown) is continuing with two companies shortlisted from the ROI. The two companies will be engaged in an RFP/ Design Build procurement process for a completion aim of May 2018.

New aerators have been installed at Greytown WWTP which will assist the treatment and further mitigate any odour issues. The sludge bioremediation programme is planned to commence in July.

### **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 5 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

## 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%	Increase of 11% compared to May 2016	Current average month increased 26% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

### 5.2 Waste management

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

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

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

## 6. Land transport

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

### 6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MAY	YTD	MAY	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%	24/39 (62%)	305/390 (78%)	39	390
Meet annual plan footpath targets	Yes				

### 6.2 Roothing maintenance – Fulton Hogan

Activities were concentrated on unsealed roads in the Hinakura, White Rock areas.

Maintenance metalling was completed in patches across the district to circumvent some of the weather related issues.

Drainage maintenance was completed on Underhill Road.

The 'Gluepot' Te Awaiti Road is being closely monitored and has been topped up with road metal as and when required. A longer-term solution has been looked into for the summer to get water out of the road base.

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

The below shows some of the storm activity that took place on the coastal area.



## 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

We received information from the Department of Conservation about the threat of myrtle rust, and have passed it on to City Care and various community groups who do planting. As myrtle rust is a threat to many native species, particular care needs to be taken to avoid it spreading. Myrtle rust has not been found as far south as the Wairarapa yet, so the major precaution at the moment is to be careful when sourcing plants for planting projects.

### 7.2.1. Featherston

Sportsfields have been fertilised and line-marked for winter sports codes. The gardens at Featherston library/information centre have had new roses planted and a buxus hedge removed. This hedge, between the two buildings, was originally cut in the shape of a vehicle, and carried a memorial plaque to William Pollard, a previous council gardener. The hedge was damaged by being set on fire, and then had to be altered to accommodate the new wheelchair ramp at the library. It wasn't looking good, so has now been removed and replaced by a Japanese dwarf maple.

### 7.2.2. Greytown

The kouka sculpture in Stella Bull Park was officially blessed in a well-attended public ceremony on 23 May.



### 7.2.3. Martinborough

There has been further damage to the turf in Considine Park caused by go-karts and motor bikes. Neighbouring residents have called the police on several occasions. New signage is being planned to show what activities are and are not allowed on the park. New grass has been sown in Martinborough Square to replace that damaged by events over summer.

## 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.

There have been a number of enquiries from people on the waiting list asking when a flat will be coming available. Realistically, there is around a two year waiting period before a flat becomes available.

Most of the current tenants at Matthews flats, formerly enthusiastic gardeners, are now finding it difficult to manage their personal gardens. We are looking at options for making the gardens low maintenance, and for community assistance with weeding.

## 7.4 Cemeteries

### 7.4.1. Purchases of burial plots/niches 4 May 2017 to 14 June 2017

	Greytown	Featherston	Martinborough
Niche		1	1
In-ground ashes Beam			
Burial plot	2		
<b>Total</b>	<b>2</b>	<b>1</b>	<b>1</b>

### 7.4.2. Ashes interments/burials 4 May 2017 to 14 June 2017

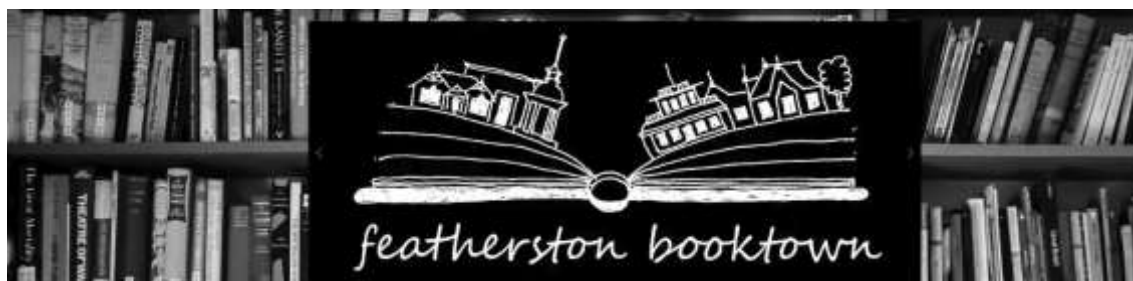
	Greytown	Featherston	Martinborough
Burial	3		
Ashes in-ground			1
Ashes wall		1	
<b>Total</b>	<b>3</b>	<b>1</b>	<b>1</b>

## 7.5 Events

### 7.5.1. Featherston

Completed events:

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



Richard Gilewitz (American Wizard Blown In) was held Friday, 19 May 2017



Richard Gilewitz

Fri May 19th, 2017

Blair Hall, Featherston, Wellington  
 Doors open: 7:30pm  
 Q&A starts: 7:35pm  
 Entry: All Ages

Battle of Messines 100<sup>th</sup> anniversary commemoration was held at Featherston War Memorial on 7 June 2017. For the duration of Messines Week, 7 – 14 June, the flag of Belgium was flown alongside the New Zealand flag and a remembrance flag at the war memorial, the Anzac hall, Featherston library and the SWDC offices in Martinborough.

*Future events:*

The Time Travellers' Ball is being held Saturday, 24 June 2017 at the Anzac Hall



### **7.5.2. Greytown**

*Completed events:*

Unveiling Ceremony of KOUKA SCULPTURE was held Tuesday, 23 May 2017



*Future events:*

Apache Jacks Wairarapa Kids Cross Country – is being held on Sunday, 23 July 2017 at Soldiers Park Memorial

### **7.5.3. Martinborough**

*Completed events: Nil*

*Future events: Nil*

## **8. Appendices**

Appendix 1 Monthly water usage

Appendix 2 Waste exported to Bonny Glen

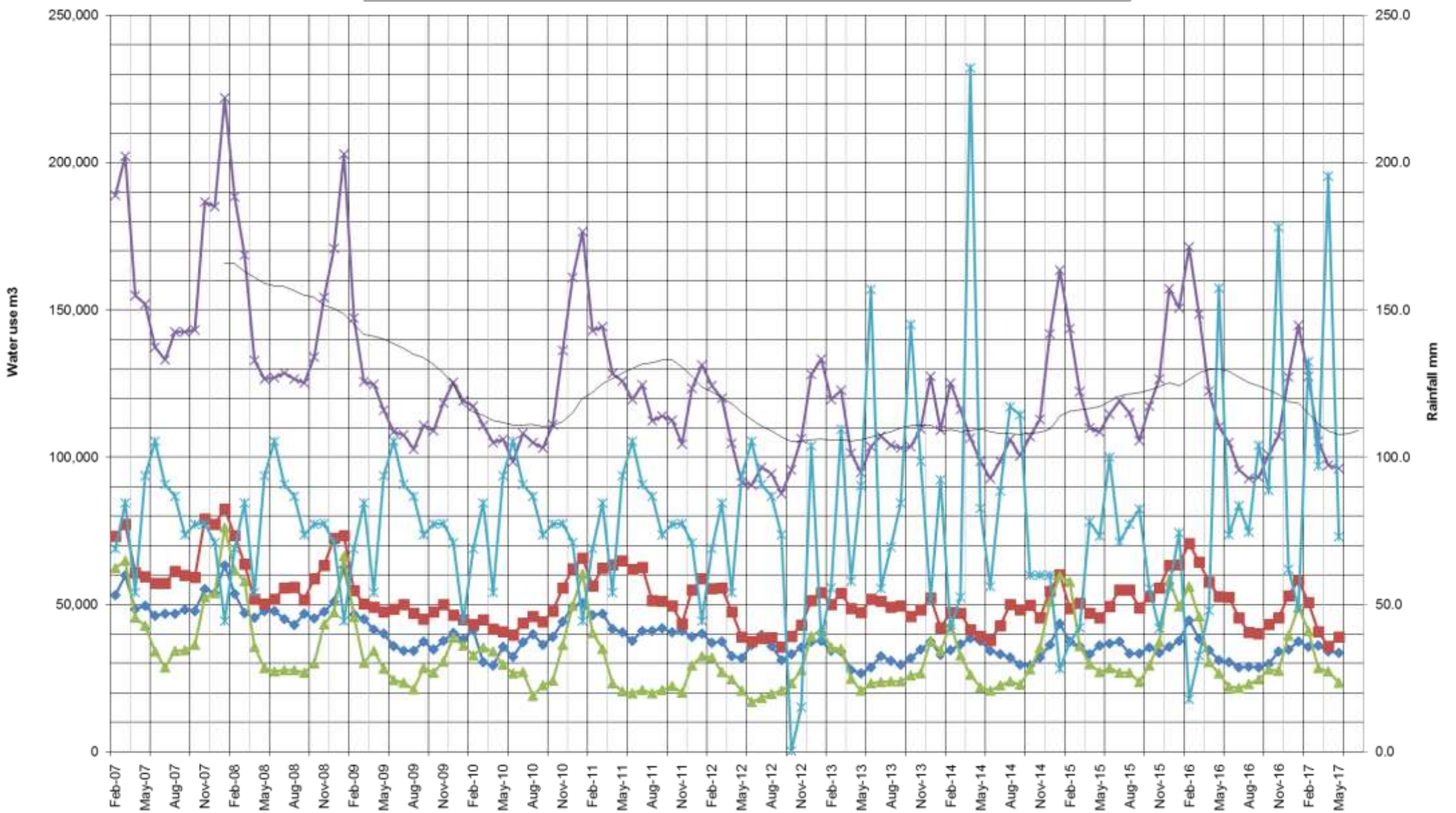
Appendix 3 Library statistics

Appendix 4 Infrastructure and Planning Working Party Terms of Reference

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

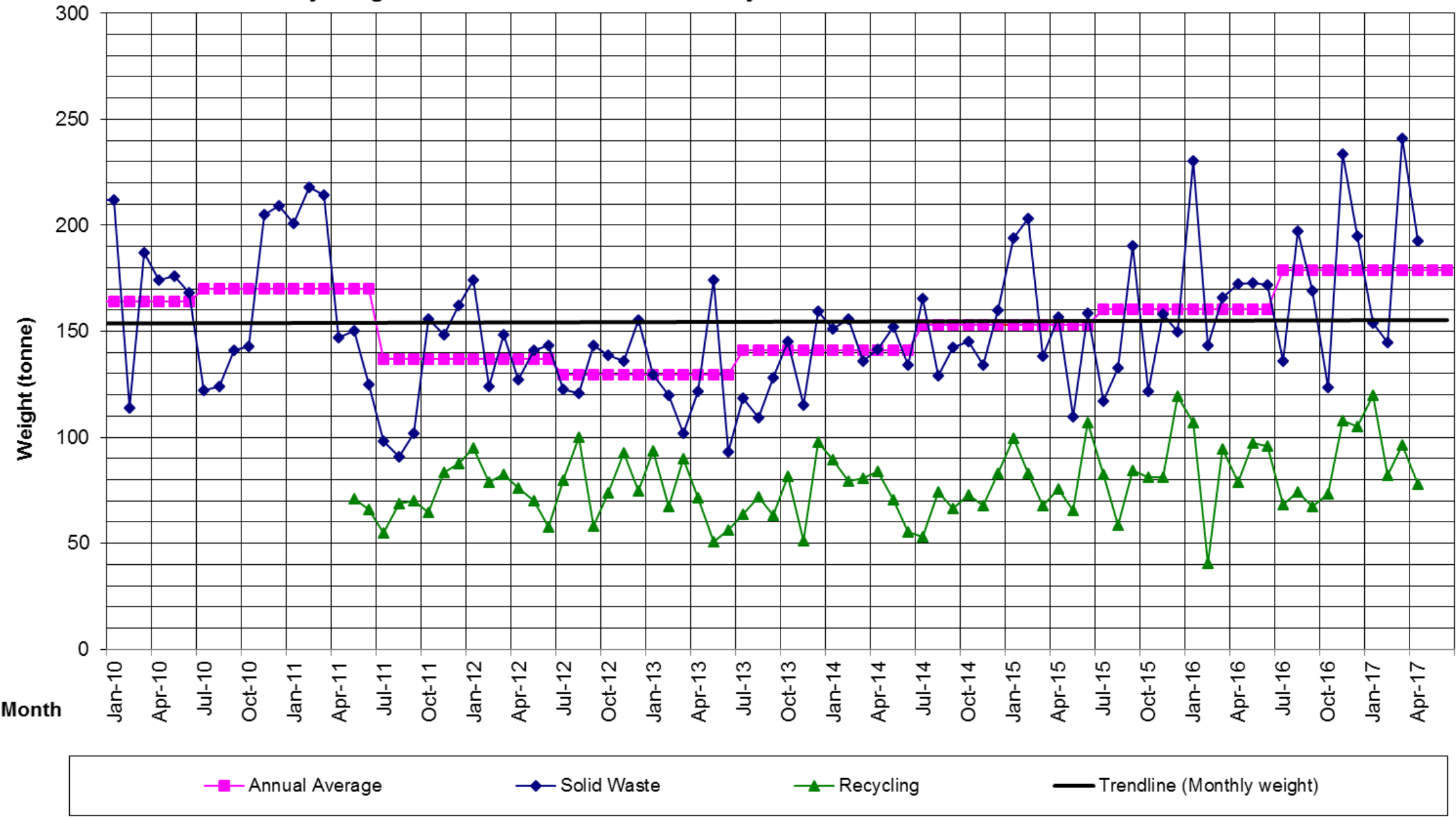
# **Appendix 1 - Monthly water usage**

# Water use South Wairarapa District Council



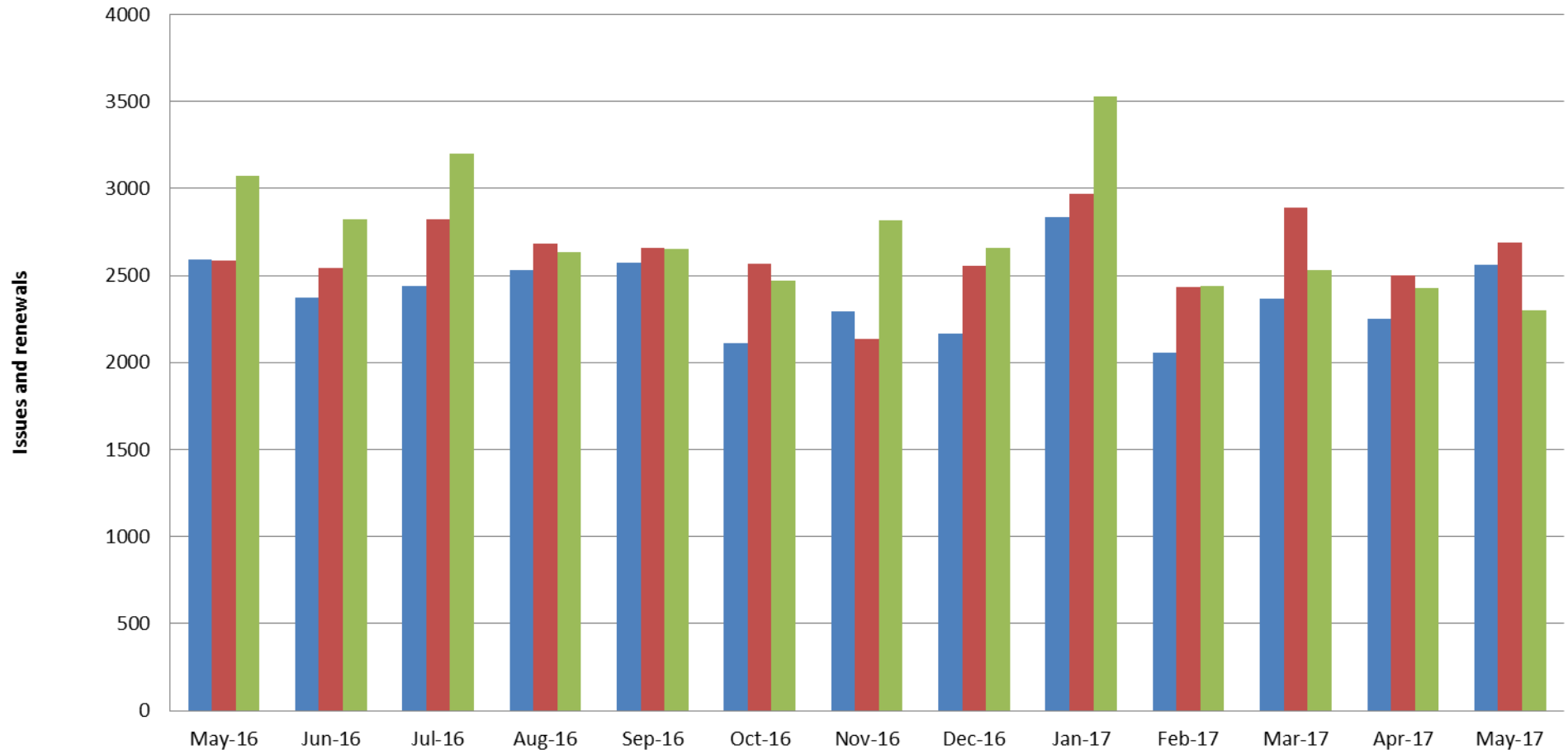
# **Appendix 2 -Waste exported to Bonny Glen**

Monthly weight of waste transferred to Bonny Glen



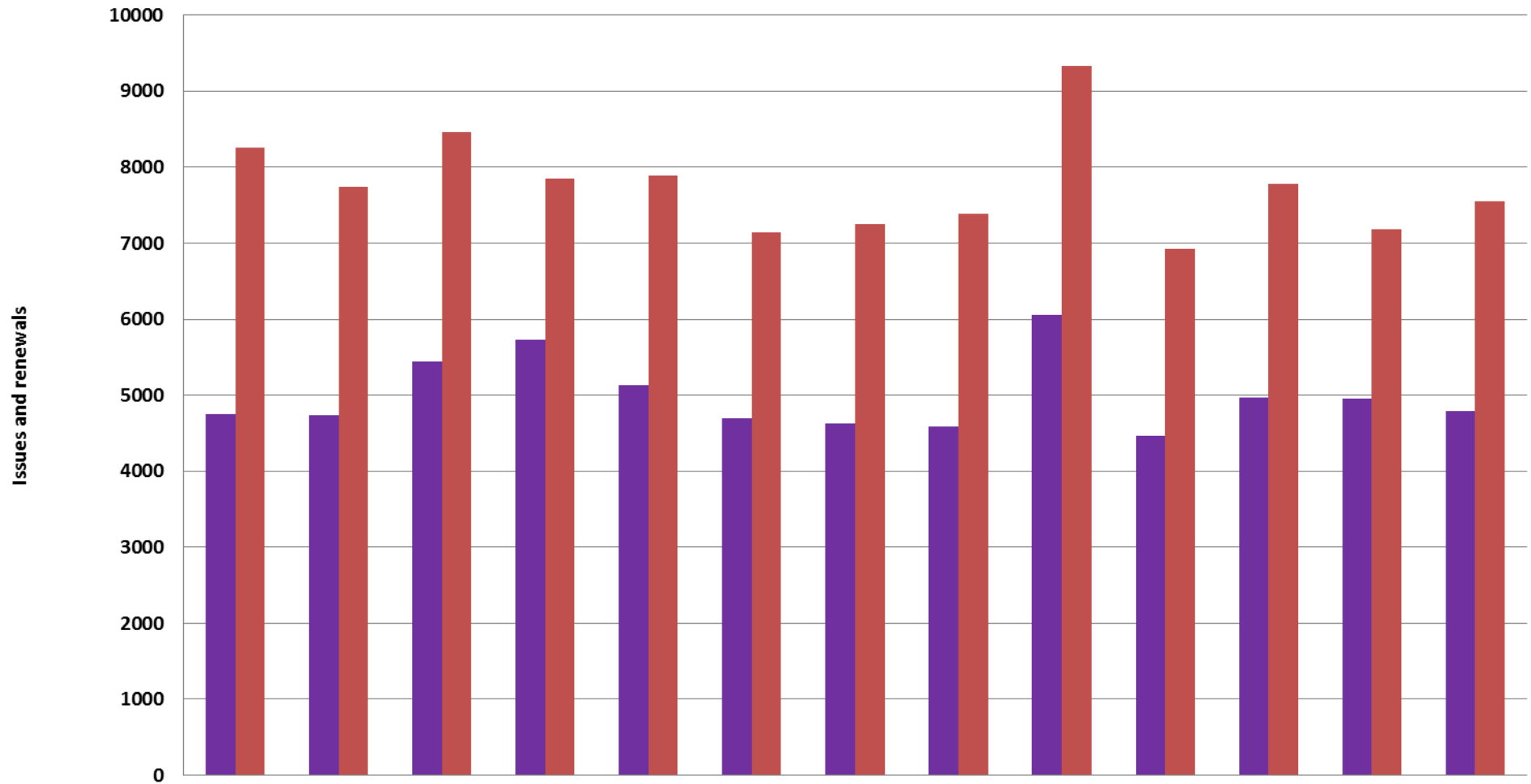
# **Appendix 3 – Library statistics**

## South Wairarapa libraries - issues and renewals to May 2017



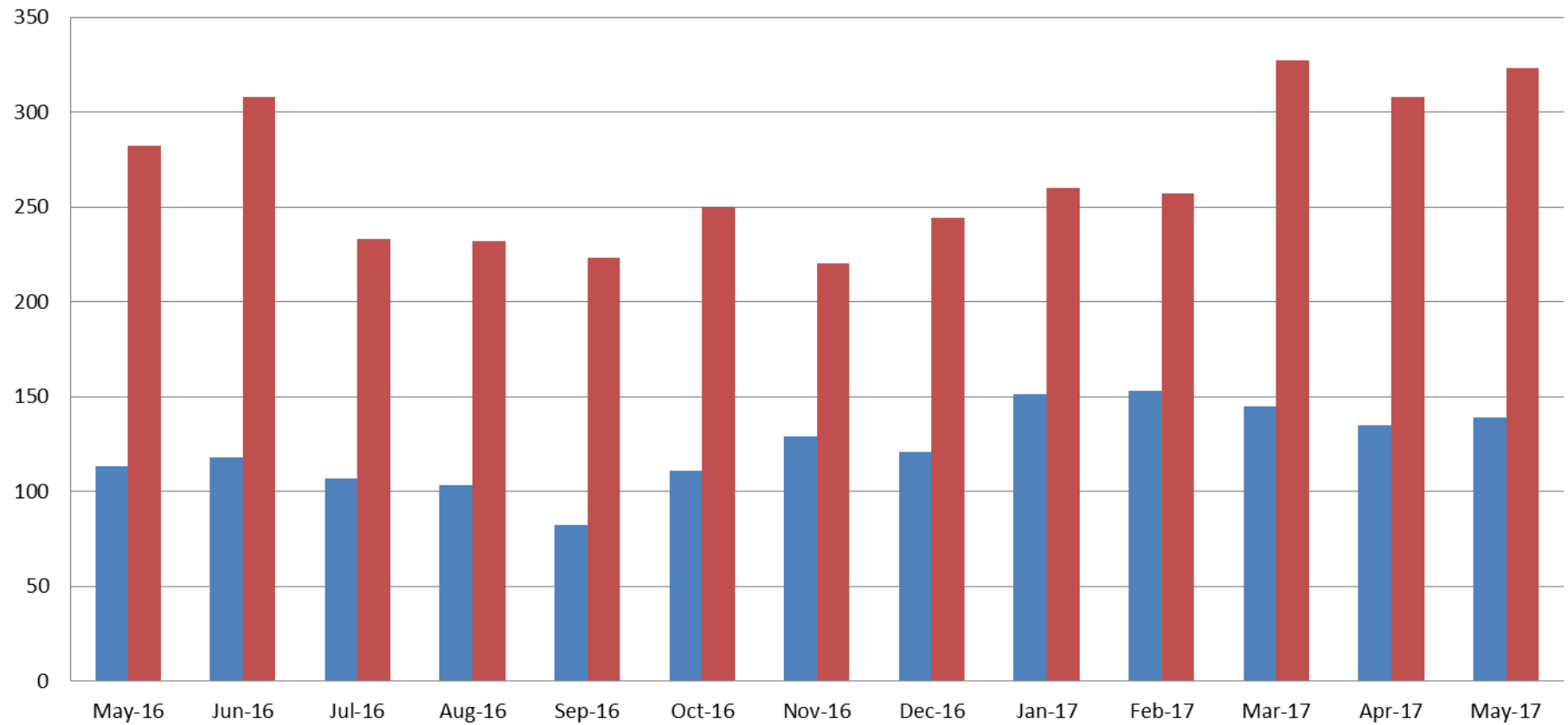
	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
■ Featherston	2591	2375	2440	2533	2574	2113	2296	2167	2836	2057	2369	2254	2563
■ Greytown	2588	2543	2820	2684	2659	2567	2136	2556	2967	2432	2888	2503	2687
■ Martinborough	3074	2820	3197	2635	2654	2467	2819	2661	3526	2442	2529	2427	2302

## Wairarapa Library Service - issues and renewals to May 2017



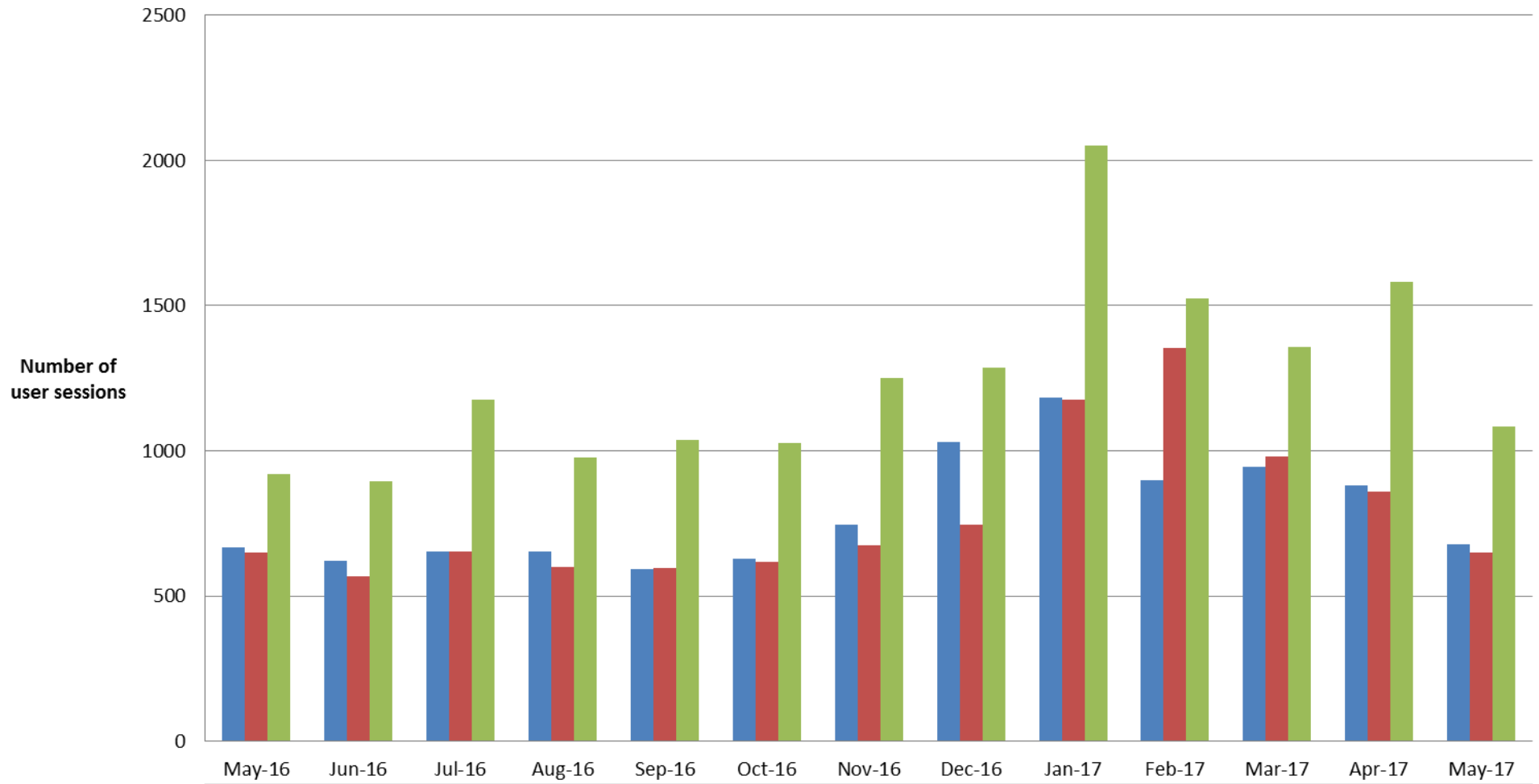
	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
<b>Carterton</b>	4752	4730	5444	5733	5126	4698	4629	4586	6051	4468	4972	4951	4794
<b>South Wairarapa</b>	8253	7738	8457	7852	7887	7147	7251	7384	9329	6931	7786	7184	7552

## Wairarapa Library Service - audio and e-book issues to May 2017



	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
<b>Audiobooks</b>	113	118	107	103	82	111	129	121	151	153	145	135	139
<b>E-books</b>	282	308	233	232	223	250	220	244	260	257	327	308	323

## APNK Wi-fi user sessions to May 2017



	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17
Featherston	666	621	655	653	593	628	745	1030	1183	900	945	882	678
Greytown	651	567	653	599	597	617	675	745	1177	1354	979	861	650
Martinborough	920	894	1177	977	1036	1026	1251	1288	2050	1524	1356	1581	1085

# GREYTOWN COMMUNITY BOARD

19 JULY 2017

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## AGENDA ITEM 7.5

### REVIEW OF POLICY E502: COMMUNITY GROUPS USE OF AND ACCESS TO COUNCIL PARKS AND RESERVES

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#### **Purpose of Report**

To inform Community Boards of the proposed changes to Policy E502: Community Groups Use of and Access to Council Parks and Reserves.

#### **Recommendations**

Officers recommend that the Community Boards:

1. *Receive the information.*
2. *Approve the amendments to Policy E502: Community Groups Use of and Access to Council Parks and Reserves including incorporating Terms and Conditions of use.*

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

The policy E502 Community Groups Use of and Access to Council Parks and Reserves was due for review in May 2017.

This policy is on the list of policies that require Community Board review before being approved by Council.

Minor changes have been made to the policy and we seek feedback from Community Boards before forwarding to Council for their approval.

#### **2. Background**

The policy E502 Community Groups Use of and Access to Council Parks and Reserves was due for review in May 2017.

The policy has been reviewed and only minor changes have been made:

- One grammatical change in clause 3.3.1.
- An update to the Health & Safety legislation to reflect the 2015 Act.
- Changes to the review dates.

In addition, Terms and Conditions of use have been added to the policy.

These Terms and conditions are the same as those proposed to Featherston Community Board (FCB) for the use of the Featherston Town Centre.

These Terms and Conditions were considered by FCB and approved at their meeting on 31 January 2017.

Any changes made are shown as tracked changes on the attached document.

### **3. Appendices**

Appendix 1 – Community Groups Use of and Access to Council Parks and Reserves

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure & Services

# **Appendix 1 - Policy E502 Community Groups Use of and Access to Council Parks and Reserves**



# PROPERTY

## Community Groups Use of, and Access to, Council Parks and Reserves, Policy

### 1. RATIONALE:

- 1.1 Community groups, sports clubs and individuals may from time to time seek access to Council-owned and managed reserves and parks. This may be on an on-going, usually seasonal, basis (e.g. sporting fixtures), or an event basis (e.g. one-off sporting events, fairs, festivals, weddings). In some circumstances groups or clubs may have, or may seek to have, buildings or other structures located on parks or reserves.
- 1.2 This policy sets out a basis and terms for such access and use that meets the needs, obligations and responsibilities of both the users and the Council.

### 2. PURPOSE:

- 2.1 To establish a policy for community, sporting, commercial and event usage of Council-owned parks and reserves.

### 3. REQUIREMENTS

#### 3.1 On-Going Use

- 3.1.1 Sports clubs and other community groups wishing to use Council parks and reserves for recreational purposes, for a long term such as for a season must make an application to the Council each year, two calendar months before the official start of the season.
- 3.1.2 The application is to be made on the attached form (Appendix 1) and must provide a minimum of the following information:
  - name of club or group;
  - two contact names with addresses and telephone numbers;
  - dates or period the use is to cover;
  - proposed times of use;
  - number of persons involved and/or teams;

Adopted 24/5/2006  
[Amended May 2017](#)  
Review: [May 2020](#)  
~~June 2015~~  
~~Amended 03/06/2015~~

E502

- purpose or activity planned;
  - any special requirements of the activity for the area concerned eg line marking, supply of rubbish bins.
- 3.1.3 The Council will assess the application and set out in writing any conditions to be imposed and any fee that is payable upon approval being given. In certain circumstances verbal approval can be given.
- 3.1.4 Fees generally will not be waived other than in an exceptional case which will require the specific approval of the Chief Executive Officer, though small group use, such as for a day, may not incur a fee.
- 3.1.5 A damage bond may be required, and will be refunded in part or in full following a condition inspection.
- 3.1.6 If a park or reserve has a reserve management plan, the conditions of the plan must be complied with by users at all times.

### **3.2 Event Use**

- 3.2.1 An organisation or individual wishing to hold an event on a Council park or reserve must make a written application to Council in advance of the event using the Event Application Form.
- 3.2.3 The Council will assess the application and set out in writing any conditions to be imposed and any fee that is payable upon approval being given.
- 3.2.3 Fees generally will not be waived other than in an exceptional case which will require the specific approval of the Chief Executive Officer, though minor use, such as for a day, may not incur a fee.
- 3.2.4 A damage bond may be required, and will be refunded in part or in full following a condition inspection.
- 3.2.5 If a park or reserve has a reserve management plan, the conditions of the plan must be complied with by users at all times.

### **3.3 Licence to Occupy**

- 3.3.1 In certain situations community groups and societies may seek to have long-term use of part of a park or reserve where they ~~they~~ have, or wish to have, a club house, community hall or like building or facility which is owned by them.
- 3.3.2 Occupancy of such land is at the sole discretion of the Council and is required to be supported by a Licence to Occupy. Such a licence may be exclusive or non-exclusive, at the discretion of the Council. The costs of the preparation of the licence, and any variations or renewals will be borne by the licensee if it is a commercial or for-profit entity, and by the Council if it is a local community organisation.

- 3.3.3 While a Licence to Occupy is negotiated between the parties, the Council will have certain minimum requirements that are not negotiable.
- 3.3.4 The Council will charge a fee, or rental, usually a relatively nominal amount payable annually, that recognises a group's exclusive use of part of a public amenity.
- 3.3.5 Such fees or charges will not be waived, remitted or specifically subsidised from any other Council financial sources or budgets.
- 3.3.6 Groups or societies entering into such Licences to Occupy will be required to comply with all Council regulations and bylaws and with all relevant government legislation in particular, the Local Government Act 2002 and 1974, Health and Safety ~~in~~ [Employment at Work Act 1992/2015](#) and Reserves Act 1977.
- 3.3.7 A sporting club having a Licence to Occupy for a club building on a Council park or reserve is still required to make an annual application for the use of the relevant sports ground and to pay an appropriate fee to be set by the Council's Amenities Department in addition to the annual Licence to Occupy fee.
- 3.3.8 Clubs or groups seeking to use a Council-owned building or facility on a park or reserve must enter into a rental agreement with the Council. Such an agreement will broadly follow and be structured along the same lines as a Licence to Occupy.

### **3.4 Disputes.**

- 3.4.1 In the event of a dispute between the Council and a user group or organisation that is not covered by a provision contained in a legal agreement, the decision of the Council shall be final with no recourse to appeal.
- 3.4.2 The use of, and access to, Council reserves and parks is a privilege and the interests of the District's ratepayers is a determining factor in all of the Council's decision making processes.

## **Terms and Conditions for Events in Parks and Reserves**

### **1. Application of existing policies and plans**

#### **1.1 The Community Groups Use of, and Access to, Council Parks and Reserves Policy applies.**

Adopted 24/5/2006  
~~Review/Amended:~~  
~~May/June 2017~~  
~~Review: June~~  
~~2020/Amended 03/06/2015~~

E502

1.2 The requirements of any Reserves Management Plan in force for the park or reserve will apply.

1.3 South Wairarapa District Council encourages the use of parks and reserves for events, but does have a responsibility to maintain the parks for future generations. The Council reserves the right to deny approval for activities which may put facilities and structures at risk of damage or destruction.

## **2. Bookings**

2.1 Planned gatherings of 10 or more people in a park or reserve require a booking to be made on the Event Application Form. The booking will be confirmed once the Event Application Form has been signed off and any applicable fees paid.

2.2 The Event Organiser shall be responsible for obtaining all permits, consents, approvals and licenses required for the event – the Event Application Form is the checklist for ensuring the Event Organiser is aware of all potential requirements.

2.3 A key may be required to access some parts or facilities. Council staff will advise when the key may be collected, and where from, and where it is to be returned to. Keys must be returned as soon as possible after the event.

2.4 Event approval applies to the approved allocated area as indicated on the Event Application form and as instructed by Council officers for the specified date/s only.

2.5 The Event Organiser shall not assign or transfer their approved event booking to any other person without the prior written approval of Council.

## **3. Cancellations**

3.1 Cancellation or postponement of an event must be advised to Council as soon as possible.

3.2 Should any of these Terms and Conditions, and any additional conditions made as part of Event Approval not be met or adhered to, Council may withdraw approval at any time, and any future applications for park use may be denied.

## **4. Damage bonds**

4.1 A bond may be required at the time of booking to cover potential costs of repairing any damage and undertaking any clean-up work (if the area is not left in the way it was found).

4.2 The bond amount will depend on the area used and the scale of activities undertaken. Bonds will be refunded if the park is returned to its original condition at the end of the event and conditions have been complied with. Council reserves the right to deduct any costs it incurs as a result of the event from any bonds held.

## 5. General Conditions

5.1 Emergency and public access ways must be kept clear at all times.

5.2 Activities must not restrict general public access and enjoyment of the park/reserve. Event bookings do not grant exclusive rights to the use of the park/reserve, and no park or reserve will be bookable for exclusive use.

5.3 Directions given by Council officers as part of the Event approval must be followed.

5.4 All resources in the park/reserve, including fences, structures, vegetation, rocks and turf are protected and must not be damaged or altered in any way.

5.5 Any requests for additional work on the park/reserve necessary for the event will generally be carried out by the Council's approved contractor, as directed by Council officers. Cost of additional works will be at the expense of the Event Organiser. Details of special requirements must be provided at time of booking.

5.6 The Event Organiser must notify the Council of any accident in the park/reserve during an event, or any defect in the facilities or equipment that the Event Organiser becomes aware of.

5.7 The Event Organiser will not make any alterations or additions to any facilities (including the fixing of temporary signs or advertisements in the park/reserve or to the exterior of any structure) without the prior written approval of the Council.

5.8 Council parks and reserves are smoke-free, and all organised events on parks/reserves should be promoted as being smoke-free.

5.9 Council will not be responsible for any damage caused to the property of the Event Organiser, or event participants/attendees.

# GREYTOWN COMMUNITY BOARD

19 JULY 2017

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## AGENDA ITEM 9.1

### CHAIRPERSON REPORT

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#### Recommendations

The chairperson recommends that the Community Board:

1. *Receive the information.*
2. *Adopt the Terms of Reference for the Tree Advisory Group.*

#### 1. Topic 1 – Chorus Project

The Greytown Community Board resolved to pursue this project. There is just one suitable chorus box at 84 Kuratawhiti St which could be used. We have contacted Janie Nott (a local artist who also runs children's art classes) from the Village Art Shop who has said she would be delighted to participate. Next steps await response from Chorus.

#### 2. Topic 2 - Welcome Signs

Craig Turvey of 3D Designs has been sent a briefing document and will come up with alternative options for us. We hope to have the new signs installed by Xmas.

#### 3. Topic 3 – Best Small Town (pop less 5,000) in NZ

We are working on our submission for Greytown. We have identified a number of ideas and initiatives that have happened in Sept 2016-Sept 2017.

Adam Blackwell & Daryl Watt have agreed to assist with the project and edit Greytown video for inclusion. Draft submission should be finished by end July. We are going to request letters of support from The Mayor Viv Napier and HE The Right Honourable Dame Patsy Reddy, Governor General of NZ and resident of Greytown. L Hay to lead the project.

#### **4. Topic 4 – Terms of Reference for the Tree Advisory Group**

The Greytown Community Board met with the Tree Advisory Group on Friday 7<sup>th</sup> July and finalised and signed the Terms of Reference.

*Recommendation to adopt the Terms of Reference for the Tree Advisory Group.*

#### **5. Topic 5 – Greytown Hub Guide –Civil Defence Plan**

The Greytown Community Board began meetings with WREMO in March followed by public consultation with key stakeholders in Greytown to finalise our Civil Defence Plan. The plan is now final and can be viewed at Get Prepared. There will be an activation meeting later in the year and the plan will be reviewed every 18 months.

The link to the plan can also be found on the SWDC website under Greytown Community Board.

#### **6. Topic 6 – Greytown Cemetery**

The Greytown Community Board would like to thank the council for roading/gravel project on the Sth boundary at the cemetery which is now completed.

We are still awaiting the painting of the front fence on the cemetery and would like to have a deadline on this project.

#### **7. Topic 7 – Strategic Plan**

The Greytown Community Board has a draft strategic plan and are planning one further meeting in late July/Aug to finalise this draft before taking it to public consultation.

#### **8. Topic 8 – Greytown Dog Park**

One action point from June 2017 was for extra Trees for the Greytown Dog Park. 2 out of the 3 Titoki trees that were planted in July 2014 have died and we have requested for these to be replaced in the annual plan. The assets manager has agreed to pay for and replace 2 dead Titoki Trees by end of June.

At the time of writing all 3 trees have being removed (including the live tree) and no planting of the replacement trees has been done.

Written By: Leigh Hay, Chair Greytown Community Board

## Terms of Reference for the Greytown Tree Advisory Group

<b>Name:</b>	<b>THE GREYTOWN TREE ADVISORY GROUP</b>
<b>Purpose:</b>	<p>The Greytown Tree Advisory Group is an advisory group to Greytown Community Board which works with the Greytown Community Board</p> <p>It's aim is to increase public awareness about the important contribution of trees to Greytown's history and heritage.</p>
<b>Goals:</b>	<ul style="list-style-type: none"> <li>- Recognise and recommend individual heritage trees or groups of trees of significance for inclusion in the schedule of natural and historic heritage sites</li> <li>- To educate the community about the benefits and significance of our trees</li> <li>- To retain and protect these trees as part of Greytown's heritage</li> <li>- To advocate for the protection of Greytown's trees</li> <li>- To work with the Friends of O'Connor's Bush to advocate for the protection and positive management of this reserve.</li> </ul>
<b>Activities of the T A G Include:</b>	<ul style="list-style-type: none"> <li>- Advice to the Greytown Community Board about matters pertaining to all significant trees of Greytown</li> <li>- Tree planting</li> <li>- Public education about the importance of trees</li> <li>- Arbor Day planning</li> <li>- Maintain a list of trees which could be recommended for protection in the Combined District Plan</li> <li>- Liaise with interested groups and stakeholders</li> <li>- Assist with the management plans of Greytown's Reserves</li> <li>-</li> </ul>
<b>Note to Activities:</b>	
<b>Points of Contact</b>	Co-Chairs of The Tree Advisory Group
<b>The points of contact will:</b>	<ul style="list-style-type: none"> <li>- Work with the Community Board and members of the Tree Advisory Group to identify priorities for the Tree Advisory Group for the coming year</li> <li>- Provide regular reports to meetings of the Greytown Community Board</li> <li>- Provide feedback to the Community Board prior to the Annual Plan Process</li> <li>- Ensure members of the Group know where responsibility for decision-making lies in relation to different projects <i>[i.e. Decisions made by Council, decisions delegated to the Community Board or decisions delegated to Council Officers]</i></li> </ul>
<b>The Community Board will:</b>	<ul style="list-style-type: none"> <li>- Seek the views of the Tree Advisory Group when preparing a strategic or annual plan submission</li> <li>-</li> <li>- Maintain an overview of the work of the Tree Advisory Group to ensure it is aligned with the Community Board's and Council's strategic and operational objectives</li> <li>- Appoint a Community Board member to Liaise with the</li> </ul>

	<p>Greytown Tree Advisory Group</p> <p>Work with TAG with the planning of activities that promote Arbor Day heritage and history</p> <ul style="list-style-type: none"> <li>- Work with TAG as required regarding trees in and around Greytown</li> <li>- Advocate for the protection of trees in the Greytown Ward</li> </ul>
<b>Review:</b>	This agreement will be reviewed at the first full meeting of the Greytown Community Board in each Triennium, to ensure it continues to be relevant and it is up to date
<b>Signed on behalf of The Greytown TAG</b>	<p><i>Katie Abbott</i> KATIE ABBOTT</p> <p><i>Jeze Partridge</i> JEZE PARTRIDGE</p>
<b>Signed on behalf of the Greytown Community Board:</b>	<p><i>L Hay</i> Leigh Hay, Chair, Greytown Community Board</p>
<b>Date:</b>	7 <sup>th</sup> July 2017

**MEMBER REPORT**  
**For Featherston, Greytown & Martinborough**  
**Community Board Meetings**  
**19 July 2017**

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<b>Member Name</b>	Robyn Ramsden Featherston Community Board
<b>Group Name</b>	Combined Library Committee
<b>Group Members</b>	Councillor Ruth Carter - CDC Robyn Ramsden - SWDC Featherston Community Board Helen McNaught - SWDC Amenities Manager Anne Hughes - Carterton District Library Manager Councillor Pam Colenso - SWDC Councillor Tracey O'Callaghan - CDC
<b>Meeting Date</b>	16 June 2017
<b>Key issues from meeting</b>	<ol style="list-style-type: none"> <li>1. Government Departments continue to send people to libraries, not just ours, to complete online forms. This takes our library staff away from their core business.</li> <li>2. We will be meeting on 28 July to review relevant policies.</li> <li>3. First "Murder in the Library" event was well attended.</li> <li>4. Friends of Martinborough Library has been set up to raise funds for Martinborough Library special projects.</li> </ol>
<b>Specific item/s for Community Board consideration</b>	<ol style="list-style-type: none"> <li>1. Increased staffing for all Libraries.</li> <li>2. Increased Computer terminals and WiFi resources.</li> <li>3. More space needed for Featherston Library.</li> </ol>
<b>General</b>	Our Libraries are still relevant in today's society and will continue to be so as a place of learning and sharing knowledge.

13 June 2017



The Chair  
PO Box 6  
Martinborough 5741

Dear Chair

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

This quarter's edition marks 30 years since the first Victim Support Group went operational, and concludes a year of celebrating our 30th anniversary.

Thirty years on and we're still inspired by the foresight of Victim Support's founders, including Kevin Joblin and his dedicated associates. These Victim Support pioneers had the vision and drive to recognise the need for a support service for victims of crime and trauma, and the determination to see their vision established and successful.

Likewise, after three decades the need for our services in communities all around the country is as pressing as ever, and there are absolutely no signs of it waning. Day and night our phones are ringing with people needing our help to support them through their time of crisis and beyond.

Independent support is vital for those suffering from the impact of crime and trauma, or bereaved by suicide. To have someone who is independent, understands what the victims are facing, and can help them get through the practical and emotional challenges of often extreme trauma is paramount to their well-being.

This sentiment is expressed both by volunteer Barbara, and homicide victim Ann, in their stories in this edition of *Voice*.

***"In fact, that's been said to me many times – that it's been really great that there's someone who cares about us through all of this."*** *Barbara, volunteer*

We hope you'll take a few moments to read about real experiences in this issue of *Voice*. Our independent support has helped people through their toughest times following crime or tragedy for 30 years now. Our work really does make a difference in people's lives.

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

Thank you for your ongoing support.

Kevin Tso  
Chief Executive





Dame Malvina Major presenting an award to Victim Support's Founder, Kevin Joblin – 2011.



## 30 YEARS of support

The group, formally investigated how support for victims of crime, accident and death could be most effectively provided.

Much work followed, culminating in a committee elected with Kevin as Chair, and the group going operational on 1 July 1987 at 5pm, receiving the first volunteer callout, three hours later.

More groups were established, particularly following the Victim of Offences Act 1987, and within a few years, Victim Support was nationwide.

Today, we have 61 offices in Police Stations from the far north to the deep south and owe a great deal to our founders and our Local Group Committees, our 600 plus volunteers, staff and supporters.

Together, Victim Support has provided practical and emotional support to hundreds of thousands of New Zealanders for 30 years, and our original objective remains. We are a community organisation responding to people in need following crime or trauma, providing practical and emotional support to assist them during their difficult time.

To all our past and present volunteers, staff, supporters, funders and friends – we thank you for your support and look forward to the next 30 years!

**Thank you!**  
to all our past and present volunteers, staff, supporters, funders and friends.

**In the mid '80s, a group of dedicated advocates led by Gisborne's Kevin Joblin, were concerned that while there were services for perpetrators of crime there was no comprehensive support for victims after an incident or through the long and complex judicial process.**

### In brief

- **VICTIM SUPPORT MID CANTERBURY IS THE 2017 REGIONAL RUNNER-UP HEALTH & WELLBEING IN TRUSTPOWER'S COMMUNITY AWARDS FOR ASHBURTON DISTRICT.** Well done team!
- **BNZ ASKED US ALONG TO THEIR CUSTOMER GOLF DAY IN LOWER HUTT.** Thanks BNZ and the wonderful companies who supplied us goodies to give away and to auction.
- **TIMARU LION'S CLUB'S CHRISTMAS RAFFLE PROVIDES CHEER TO CHARITIES - WITH A \$1500 CHEQUE TO VICTIM SUPPORT!** Thank you Timaru Lions!
- **91% OF VICTIMS SURVEYED IN OUR 2016 CONSUMER EVALUATION SURVEY SAID THEY FOUND OUR SUPPORT 'VERY HELPFUL' OR 'HELPFUL'.**



Victim Support's Cam & Holly at BNZ's Golf Day with donated Tom & Luke 'Snackaballs'.

- **THE FAMILY & WHANAU VIOLENCE LEGISLATION BILL IS AT SELECT COMMITTEE STAGE.** The Bill aims to stop and prevent family violence, while keeping victim safety at the core of decisions and Victim Support is providing feedback on the Bill.

## FROM OUR PATRON

**I've been Patron of Victim Support for six years, and in that time much has changed in all our lives.**

What hasn't changed, is the absolute commitment and clear determination of Victim Support to help those that need support. I wholeheartedly congratulate everyone; volunteers, staff, Local Group Committees, supporters and especially those early pioneers of the service, on achieving this significant 30 year milestone of essential service to communities all around New Zealand.

I sing my praises with a great deal of pride, for Victim Support.



Dame Malvina Major



## From Kevin's desk

As the statistics for the year ended 31 March 2017 show, we've supported 33,669 victims of crime, trauma and suicide. A 3% increase on the calendar year, and nearly 6% on the year ended June 2016.

While demand for our services is unpredictable, we're seeing an increase in demand, and we don't see this waning. But behind every by-line and statistic, are real people. Every day people like you and I who, for whatever

reason, have suffered due to crime, trauma or bereaved by suicide, and need our help.

Our 30 year milestone represents many things. The hundreds of thousands of people who have been supported through their time of need. Our incredible team, both staff and volunteers, who provide this essential support. Our funders and supporters who see the value of our work in the community. Our Board and Local Group Committees for their governance and support, and Kevin Joblin and our founders, who had the foresight and drive to create Victim Support.

The effects of crime and trauma can have a significant effect on a person's life; their physical and mental well-being; place in the community, financial livelihood, and that of their families and whānau. Our highly trained and dedicated staff and volunteers like Barbara Halliwell, provide

support when and where needed. A volunteer for nearly 19 years, Barbara has supported hundreds of victims in Wellington, and you can read about her on this page.

I'm immensely grateful to Ann for sharing her story with us, on page three. To lose one of your children to homicide is more than any of us would want to bear, and Ann's story is of courage and inspiration to us all.

I'm so inspired by the foresight shown by Kevin Joblin and his associates in first establishing our service in Gisborne 30 years ago, and proud to be a part of the incredible team providing support to those that need our help, each and every day.

**Ngā mihi**  
**Kevin Tso, Chief Executive**

## Volunteer Profile: Barbara Halliwell

**A retired teacher, Wellingtonian Barbara Halliwell has made a tremendous contribution to Victim Support over nearly 19 years.**

Early on in her volunteer career, Barbara became a homicide Support Worker. Homicide support can be intense and long, with support needed right after the homicide, through to trial, sentencing and parole. "It could be two years from arrest to trial, or possibly longer if it's some time before a perpetrator is charged," said Barbara.

Barbara's first contact is usually with Police, where she gets a good handle on the circumstances so she's fully prepared to provide the best support. She'll then go to wherever the victim needs her to commence support.

Solid support through this immensely difficult time is paramount, and Barbara supports victims/families through anything they need help with – official procedures and requests, steps the Police may take, access to financial assistance, counselling and other vital elements. She'll explain what's happening, ensuring they understand and help in any way needed.

"When I go out on a call, I'm stepping into someone's life, and I might be there for months or years. The situation that's brought me there is terrible, but the support we're able to give really helps, and I'm always taken with how resilient people are. They may never get over a homicide or suicide, but they can get through, and I'm proud to have helped them. Being an independent person who cares and is there for them, is very special.

In fact, that's been said to me many times - that it's been really great that there's someone who cares about us through all of this," said Barbara.

"A long time ago someone said to me, we use our heart, head, heart when supporting people, and this has stuck with me. We empathise using our heart, use our head to see what the need is, and then our heart for delivering that."

Barbara's provided extensive court support over the years too, in mainly the High Court. "It can be quite terrifying and intimidating coming to the High Court. What to do, where to go, where to sit, seeing the offender, dealing with media, understanding what's happening – all on top of the grief and trauma that's preceded the trial," she said. Barbara expertly supports people through this as smoothly as possible.

"Barbara's incredible. Her nearly 20 years experience gives her an amazing insight when working with families. She's built trusted relationships with Police and Court staff, and shares her knowledge with the team. So many times she's gone above and beyond, providing exceptional support to victims and their families, and they've been so grateful," said Liz MacLean, Victim Support's Wellington Service Co-ordinator.

With a wonderfully supportive husband and plenty of activities to keep her mind and body active outside of her support work, Barbara continues to be there for those who need her.

Thank you Barbara for your tremendous work.



## COULD YOU BE THERE?

Call us now on **0800 volunteer – 0800 865 868** and find out how you can be there for those who need an independent person to help them through. We provide full training, specialist training and ongoing networking and mentoring.

**"Volunteer for Victim Support – it's the most rewarding thing you will ever do."**

Dave, Auckland volunteer



# THANK YOU Milestone!



Victim Support Chief Executive Kevin Tso, with Deputy Prime Minister and Minister of Police, Hon Paula Bennett, and Milestone Foundation Chairman Leon Li with the new multi language brochures.



## Funding from Milestone Foundation has enabled us to translate two of our key brochures in to multiple languages.

Our *Here for you* brochure is now available in six languages – Simplified Chinese, Hindi, Korean, Japanese, Samoan and Tongan, and our volunteer brochure, *Could you be there*, is now in Simplified Chinese and Hindi.

The brochures are available from our frontline staff, at Police Stations and other outlets, and will provide those non-english speakers with information on how we can help them. The brochures were officially launched at an Auckland function recently, by the Deputy Prime Minister and Minister of Police, Hon Paula Bennett.

"We recognise that English may be a barrier for some people seeking our services, so we're delighted the Milestone Foundation has enabled us to take steps to reduce this obstacle for more people in our communities," said Kevin Tso, Victim Support Chief Executive.

Read more about the Milestone Foundation at [milestonefoundation.co.nz](http://milestonefoundation.co.nz)

# 2017 VICTIM SUPPORT LOTTERY

Please help! The next Victim Support Lottery will be on sale from September to early November.

You can help in many ways – selling tickets to your family, friends, workmates, or helping us sell tickets at a stall in the community.

We're thrilled Honda New Zealand are once again partnering with us so we can offer a new Honda HR-V S as the first prize. Tickets will be \$5 each or \$20 a book. A terrific purchase - while supporting Victim Support you could also win a brand new car! Call us on **0800 842 846** to help out!



## IT'S GOOD IN THE HOOD

Our teams were out in force at Z stations in May, washing windcreens and spreading the word about the work we do in communities.

Shoppers voted for one of four charities in each Z station, to share the \$4,000 pool. Thanks for having us Z!



# Thank you Holcim!

We're grateful to Holcim (New Zealand) Ltd who has recently provided a sponsorship from their Community Support Programme.

Holcim are a leading supplier of cement, aggregates and ready mixed concrete in New Zealand and committed to being a good neighbour in their local communities. This year's sponsorship contributes to training and resources for new and existing volunteers of our Christchurch volunteer programme. Thank you Holcim!



(Tear here)

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

Mr Mrs Miss Ms Other

Name

Postal address

Postcode

Phone

Email

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

Donate via internet banking to: BNZ 020500 0493163 00  
Please ensure that you use your details as reference along with the code NL0617, so that we may acknowledge your gift.

Value of donation  \$30  \$60  \$125  Other \$ \_\_\_\_\_

Gifts over \$5 are tax deductible.

Cheque. Made payable to Victim Support.

Credit card. Please debit this amount to my credit card

Mastercard  Visa  Amex

Name of cardholder

Card Number

Expiry date

Signature

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

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

I have left a bequest to Victim Support in my Will.

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

# ANN'S STORY

**Three years ago, Ann and her family received the news no-one should ever receive. Their beautiful daughter had been murdered.**

**Ann's life and that of her close-knit family suddenly and irrevocably changed. Not only was there the life-changing devastation of losing their child, but months, years of trauma to follow with the police investigation and conviction. Words on paper here, but utter anguish for the family.**

**A Victim Support homicide Support Worker, Deb, was assigned to support Ann and her family. This is Ann's story.**

Life for our family was suddenly turbulent. On top of the shock and grief we had to face a lot of official processes, decisions and arrangements. Deb provided us with practical support, talked us through some of the processes we needed to know, what we would have to do, and she made sure we understood. She helped us with arrangements, with the funeral, financial and personal support and arranged counselling. She anticipated what was coming up and helped me through it.

She saw that I was keeping the family together but I was unravelling. She spent time with me and told me to take time out for me, that I needed to look after myself too. This meant a great deal to me, to have someone separate from my family who cared. Someone who can look at what's going on and tell me that I'm doing OK and that I can get through this - when I'm wondering how I can possibly deal with this and how I'm going to live without my daughter.

Having independent help from Victim Support was vital, as I knew if I was having trouble, I could get in touch with Deb and she'd be there for me, providing support and reassurance, and



**"Deb was my lifeline, I could turn to her if I needed to, when I needed to."**

strategies to get through. Deb was my lifeline, I could turn to her if I needed to, when I needed to. Her help and support took a weight off me. She wasn't connected to our family before this, and that independence was great.

We'd never been to Court before and suddenly here we were. Deb and the Police arranged for us to do a familiarising walk through prior to the case starting, and helped us physically get out of Court. Court, sentencing, it's all really

difficult but Deb helped us through that. In amongst all this to see a smiling face, have someone pick us up if we stumbled, and to know someone else understood and cared, was amazing. When we had a question or a stumble there was a little light that shone and said you guys can do this. She's given me the tools to work on things, she calms me down and reminds me we're doing OK, and that I need to look out for myself, that it's OK to have a day when I can't deal with anyone else's problems and just want to look through photos and play my daughter's music.

I can't speak highly enough of the support we received from Victim Support and the Police and Deb was simply fantastic on all levels.

Deb still rings me every now and then, every couple of months she just checks in to see that I'm OK. She rings around my daughter's birthday and anniversary of her death. I really appreciate that.

There's always an empty chair at the table and some days that triggers things - some days I can deal with it, and some days I can't. But that's life for us now, it will always affect us. We won't ever get over this, but we'll get through, and my worst fear of all though, is that people will forget her.

*We're extremely grateful to Ann for sharing her story. She wants people to know that although it is incredibly difficult, with support you can get through and face another day.*

## SPECIALIST SUPPORT

We provide specialist support to homicide victims and those bereaved by suicide. In addition to specialist training for selected volunteer Support Workers we have specialist staff who oversee and manage our support.

### In brief

- **CONGRATULATIONS TO OUR AUCKLAND VOLUNTEER, YASSER EL SHALL WHO RECEIVED AN AWARD FOR EXCELLENCE IN FOSTER CARE OF CHILDREN IN NEW ZEALAND.**
- **THE AMAZING STUDENTS AT GLEN EDEN INTERMEDIATE HELD A MUFTI DAY IN SUPPORT OF OUR FIRE VICTIMS APPEAL, raising \$1300 to help victims displaced by the Port Hills fires.**

## RUN FOR VICTIM SUPPORT

**Dust off those running shoes and run the city!**

The 2017 ASB Auckland Marathon is Sunday 29 October – and Victim Support's a bronze charity partner - one of the official charities runners can run and raise funds for, as part of the Charity Heroes programme.

If running or walking is your thing, why not consider becoming a Victim Support Charity Hero. Our Charity Hero runners enjoy great benefits including free entry fee and priority check-in, team transport to the start, medal, training plans and post-race hospitality at our VIP area. To find out more, visit [aucklandmarathon.co.nz/run-for-charity](http://aucklandmarathon.co.nz/run-for-charity).

We're hoping to raise over \$30,000 from the marathon – you can sign up now by contacting Robyn at [robyn.scurrah@victimsupport.org.nz](mailto:robyn.scurrah@victimsupport.org.nz).



**Greytown Community Board**

Chair: Leigh Hay  
8 Wood Street  
Greytown 5712  
06 304 9876



19 June 2017

Debbie Malneek  
Neighbourhood Support  
41 Perry Street  
Masterton 5810

Dear Debbie

**NEIGHBOURHOOD SUPPORT**

The Greytown Community Board thank you for attending their meeting on the 7 June 2017 and providing an update on the Neighbourhood Support programme.

The Board fully endorses the Neighbourhood Support Programme and agrees that strong neighbourhoods encourage residents to support each other thereby making those neighbourhoods enjoyable to live in. The Board recognises that neighbourhoods that are strongly connected are also resilient in times of adversity. The Neighbourhood Support Programme is a proven vehicle for delivery of increased safety in local areas.

The Board endorses registration of informal street relationships with Neighbourhood Support as this allows members to be contacted during times of civil emergency or other crisis.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Leigh Hay'.

Leigh Hay  
Chair, Greytown Community Board  
[hay4gretown@gmail.com](mailto:hay4gretown@gmail.com)

## Greytown Community Board

Chair: Leigh Hay  
8 Wood Street  
Greytown 5712  
06 304 9876



19 June 2017

Chris Ward  
FreshChoice Greytown  
12 Hastwell Street  
Greytown 5712

Dear Chris

### **CAR PARK SAFETY CONCERNS**

At the Greytown Community Board meeting on the 7 June 2017, Mike Gray tabled a report outlining safety concerns from Greytown residents about the access to and egress from the FreshChoice car park to West Street. Mr Gray's report is included for your reference.

Leigh Hay, chair of the Greytown Community Board, welcomes your feedback on how the situation could be improved. Leigh can be contacted as follows:

Leigh Hay  
8 Wood Street  
Greytown 5712  
Email: [hay4greytown@gmail.com](mailto:hay4greytown@gmail.com)  
Ph: 304 9876  
Cell: 021 710 103

The Community Board acknowledges and thanks you for the financial support you provide to our community.

Yours sincerely

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

Suzanne Clark  
Committee Secretary  
[Suzanne.clark@swdc.govt.nz](mailto:Suzanne.clark@swdc.govt.nz)