



## Greytown Community Board

### Minutes – 10 October 2012

- Present:** Shane Atkinson (Chairperson), Cr Craig, Michele Falleni (from 7:03pm), Kay Gray and Cr Napier.
- In attendance:** Dr Jack Dowds (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- Conduct of business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 10 October 2012 between 7:00pm and 8:30pm.

#### **PUBLIC BUSINESS**

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

*GCB RESOLVED (GCB 2012/54) to receive apologies from Christine Stevenson and apologies for lateness from Michele Falleni.*

*(Moved Cr Craig/Seconded Cr Napier)*

Carried

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

Mrs Gray declared a conflict of interest with the application for financial assistance from the Greytown Arts Festival as she was a member of that organisation.

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

There was no public participation.

##### **4. GREYTOWN CDEM COMMUNITY RESPONSE TEAM:**

###### 4.1 Update from Greytown Community Response Team

Cr Gray provided an update from a meeting of the CDEM Community Response Team. The following topics were discussed with the Community Board: Development of a communication strategy, an annual CD exercise, development of a MOU with the South Wairarapa Working Men's Club and provision of a CDEM template for businesses to complete.

###### 4.2 First Aid Kits and Equipment

Mrs Gray advised that the first aid kits for use by the Community Response Team needed to be refreshed and the contents reviewed on a yearly basis.

#### **DISCLAIMER**

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

*GCB NOTED:*

1. Action 566: Determine suitability of the South Wairarapa Working Men's Club building as an emergency response building following an earthquake event; G Bunny
2. Action 567: Determine if there is a standard items list for first aid kits held by CDEM Community Response Teams and if first aid kits and/or contents were funded by Regional CD; G Bunny
3. Action 568: Obtain a template CD registration form and the new CD booklet from Regional CD; G Bunny

**5. COMMUNITY BOARD MINUTES/EXPENDITURE:**

5.1 Greytown Community Board Minutes – 29 August 2012

*GCB RESOLVED (GCB 2012/55)* that the minutes of the Greytown Community Board meeting held on 29 August 2012 be confirmed as a true and correct record.

*(Moved Gray/Seconded Falleni)*

Carried

5.2 Matters Arising

The Community Board agreed that the Greytown Town Centre Artworks Sub-Committee were given delegation to determine where paintings are hung within the Town Centre. Cr Craig undertook to organise a meeting of the Sub-Committee.

5.3 Action Items From Previous Meeting

Dr Dowds undertook to follow-up on obtaining an arborist report on Farley's Oak. A replacement oak tree grown from a seedling of a Farley family tree was discussed with Collier Reserve being identified as a possible alternative planting location. Mrs Gray undertook to make contact with Mr Alan Farley about a replacement tree for Farley's Oak should Farley's Oak be terminal.

5.4 Income and Expenditure Statement to 31 August 2012

*GCB RESOLVED (GCB 2012/56)* to receive the Income and Expenditure Statement to 31 August 2012.

*(Moved Cr Napier/Seconded Cr Craig)*

Carried

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

6.1 Officers' Report to Community Boards

*GCB RESOLVED (GCB 2012/57)* to receive the Officers' Report to Community Boards.

*(Moved Gray/Seconded Falleni)*

Carried

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## 7. ARBOR DAY ACCOUNTS

*GCB RESOLVED (GCB 2012/58)* to approve the amount of \$581.52 be reimbursed to Philip Simpson for his incurred expenses to assist with Greytown Arbor Day celebrations.

*(Moved Gray/Seconded Falleni)*

Carried

## 8. GREYTOWN INFORMATION CENTRE

Mrs Gray tabled a quote for a computer, printer and software from Technology Solutions and asked the Community Board to fund the purchase of a computer and printer for use in the Greytown Information Centre.

*GCB RESOLVED (GCB 2012/59):*

1. To fund the purchase of a computer and printer up to the value of \$2,000.

*(Moved Cr Napier/Seconded Falleni)*

Carried

2. Action 569: Obtain a second quote for a laptop, printer and software for the Greytown Information Centre. Request Council prices be applied to the quote from Technology Solutions; P Crimp

## 9. GREYTOWN FLAGS

The Community Board were principally in favour of purchasing flags for display along Main Street in Greytown; however more information on pricing and quality was needed before a decision could be made.

*GCB NOTED:*

1. Action 570: Determine the quality, type and number of flags required, including associated pricing and bring to the November Community Board meeting; Mrs Gray/Mrs Stevenson

## 10. GREYTOWN CHRISTMAS LIGHTS

Discussion held over until the November meeting.

## 11. COMMUNITY BOARD/COUNCILLORS REPORTS

### **Kay Gray**

Mrs Gray tabled a sample information pamphlet for Greytown residents and a report from the Information Centre.

Mrs Gray sought approval to approach the South Wairarapa Working Men's Club and negotiate a transport service from them for people wanting to get to/from Woodside Station on Sundays. The Community Board were in favour and Mrs Gray undertook to progress the idea.

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Mrs Gray proposed that Greytown host a founders festival in March to showcase historical homes and gardens and asked for Community Board support. The Community Board were in favour of a biennial event and Mrs Gray undertook to write to Cobblestones, the Greytown Heritage Trust, the Greytown business community and Destination Wairarapa to put a proposal for the festival forward, gauge interest for the event and determine whether the community would organise the event.

### **Michelle Falleni**

Mrs Falleni had attended a meeting of the Wairarapa Library Service. Dr Dowds advised that Council would be purchasing the Kotui library system.

### **Shane Atkinson**

Mr Atkinson proposed that the old railway goods shed at Woodside be moved and setup as a 'Men's Shed' and queried ownership of the land behind the old Borough Council building in Greytown. The Community Board were in favour of the idea and agreed that this could be progressed by the community.

### **Cr Viv Napier**

Cr Napier reported that plantings at Papawai Marae had been completed.

The Waiohine Floodplain Committee were progressing options for flood bank protection and would meet on 15 October 2012.

### **Cr Margaret Craig**

Cr Craig reported that fully developed design and construction documents for the Cobblestones Museum entrance building had been completed and placed out for tender. The Museum collection was being rationalised and the primary collection recorded electronically. Volunteers were currently running the museum and training would be provided.

#### *GCB NOTED:*

1. Action 571: Straighten bent street signs in Greytown (Hastwell and Church Streets); M Allingham

## **12. CORRESPONDENCE**

### 12.1 Outwards

From Christine Stevenson to Lois Pitt dated 30 August 2012.

*GCB RESOLVED (GCB 2012/60)* to receive the outwards correspondence.

*(Moved Cr Craig/Seconded Cr Napier)*

Carried

#### **DISCLAIMER**

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**13. FINANCIAL ASSISTANCE**

13.1 Greytown Arts Festival

*GCB RESOLVED (GCB 2012/61):*

1. To receive the information.
2. To acknowledge criteria 1 of the financial assistance criteria and exempt the 2012 application for financial assistance from Greytown Arts Festival from this criteria.
3. To approve a grant of \$2,000 to the Greytown Arts Festival.

*(Moved Cr Craig/Seconded Cr Napier)*

Carried

**Confirmed as a true and correct record**

.....**Chairperson**

.....**Date**

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**Greytown Community Board  
Action Items  
From 10 October 2012**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
402	GCB	18-Jul-12	Action	Mark	Ensure an after hours Council contact number is available on Council hall hire documents and that PN after hours call centre has been instructed on what to do if an after hours call is taken	Open	Procedure for after hours contact has been verbally agreed and relevant people informed. This is wider than just the Town Centre and documents will be updated once the new services contract commences.
461	GCB	29-Aug-12	Resolution	Paul	<b>Greytown Art – Greytown Town Centre</b> GCB RESOLVED (GCB 2012/47): 1. To receive the information. (Moved Falleni/Seconded Gray) Carried 2. To agree that the Archibold Nicoll painting of Sir Walter Buchanan be moved from the foyer of the Greytown Town Centre and that the Community Board would advise council officers of an alternative preferred location. (Moved Stevenson/ Seconded Gray) Carried	Open	GTN Artworks Ctte to advise.
498	GCB	29-Aug-12	Action	Glenn	Develop a MOU with the South Wairarapa Working Men's Club for use of their facilities during a civil defence emergency	Open	MOU on hold pending outcome of earthquake assessment of the building. Conversations being held regarding using the Town Centre permanentll as Greytown CD office.
499	GCB	29-Aug-12	Action	Mark	Advise the Community Board and the Tree Advisory Committee on whether the remedial work recommended by Arbor Tech Services for Farley's Oak has been completed and whether the proposed re-evaluation of the tree by Arbor Tech Services has been undertaken	Open	28.09.12 The tree has been trimmed but Arbor Tech have reported the tree is dying. Another report is in progress.
566	GCB	10-Oct-12	Action	Glenn	Determine suitability of the South Wairarapa Working Mens Club building as an emergency response building following an earthquake event	Open	Letter has been sent to the club as the building is on the EQP building register. Town Centre being investigated as temporary or permanent alternative.
567	GCB	10-Oct-12	Action	Glenn	Determine if there is a standard items list for first aid kits held by CDEM Community Response Teams and if first aid kits and/or contents were funded by Regional CD	Open	Paul Walker has been asked to report on this, he is currently working on itemised budget expenditure etc for the Wairarapa.
568	GCB	10-Oct-12	Action	Glenn	Obtain a template CD registration form and the new CD booklet from Regional CD	Actioned	WREMO will provide templates and training as part of the preparation process for the individual town response teams.
569	GCB	10-Oct-12	Action	Paul	Obtain a second quote for a laptop, printer and software for the Greytown Information Centre.	Open	

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					Request Council prices be applied to the quote from Technology Solutions		
570	GCB	10-Oct-12	Action	Kay Gray/Christine Stevenson	Determine the quality, type and number of flags required, including associated pricing and bring to the November Community Board meeting	Open	
571	GCB	10-Oct-12	Action	Mark	Straighten bent street signs in Greytown (Hastwell and Church Streets)	Actioned	

<b>Greytown Community Board</b>					
<b>Income &amp; Expenditure to 31 October 2012</b>					
		<b>Jul-12</b>	<b>Aug-12</b>	<b>Sep-12</b>	<b>Oct-12</b>
<b><u>INCOME</u></b>					
Balance 1 July 2012		23,216.09	23,216.09	23,216.09	23,216.09
Annual Plan 2011/13		19,020.00	19,020.00	19,020.00	19,020.00
Flag Money - Sold by The Mayor				34.78	34.78
<b>TOTAL INCOME</b>		<b>42,236.09</b>	<b>42,236.09</b>	<b>42,270.87</b>	<b>42,270.87</b>
<b><u>EXPENDITURE</u></b>					
Members' Salaries		683.32	1,366.64	2,049.96	2,733.28
<b>Total Personnel Costs</b>		<b>683.32</b>	<b>1,366.64</b>	<b>2,049.96</b>	<b>2,733.28</b>
TF Courtney - Storage Container		68.00	68.00	68.00	68.00
Lamb-Peters Printing		57.00	57.00	57.00	57.00
Plants for Main Street Barrels					289.79
<b>Total General Expenses</b>		<b>125.00</b>	<b>125.00</b>	<b>125.00</b>	<b>414.79</b>
Friends of Cobblestones		250.00	250.00	250.00	250.00
Papawai Marae			1,000.00	1,000.00	1,000.00
Arbor Day Talk/Exp			505.67	505.67	505.67
Greytown Arts Festival					2,000.00
<b>Total Grants</b>		<b>250.00</b>	<b>1,755.67</b>	<b>1,755.67</b>	<b>3,755.67</b>
<b>TOTAL EXPENDITURE</b>		<b>1,058.32</b>	<b>3,247.31</b>	<b>3,930.63</b>	<b>6,903.74</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>		<b>41,177.77</b>	<b>38,988.78</b>	<b>38,340.24</b>	<b>35,367.13</b>
<b><u>LESS: COMMITMENTS</u></b>					
Salaries to 30 June 2013		7,721.68	7,038.36	6,355.04	5,671.72
<b>Total Commitments</b>		<b>7,721.68</b>	<b>7,038.36</b>	<b>6,355.04</b>	<b>5,671.72</b>
<b>BALANCE TO CARRY FORWARD</b>		<b>33,456.09</b>	<b>31,950.42</b>	<b>31,985.20</b>	<b>29,695.41</b>



# GREYTOWN COMMUNITY BOARD

21 NOVEMBER 2012

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## AGENDA ITEM 7.1

### OFFICERS' REPORT

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#### **Purpose of Report**

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

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receive the information.*

### **Corporate Support Group**

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

The statutory audit has been the focus since the last Council meeting.

The audit team of four to six has completed their field work (at the time of writing) and the Statutory Annual Report will be adopted at this Council meeting.

Apart from the matters raised in the memo sent out earlier, there were no material changes raised by the audit team.

We have appointed Susan Mitchell as Records and Archives officer, who takes over from Gay Reed following Gay's retirement.

#### **2. Discussion**

##### **2.1 Operating System Replacement**

The operating system replacement continues as planned with all key modules installed and running. Additional training will take place over the next few months to ensure we get the best out of the system.

##### **2.2 Annual Report for the year ended 30 June 2012**

The Annual Report for adoption will be tabled.

Apart from the changes signalled in my earlier memo, no other material changes are required.

### 2.3 Monthly Financial Statements

Financial statements for the three months ended 30 September are presented for review.

Also included are financial statements for the two months ended 31 August for the record.

### 2.4 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 10 September 2012, and excludes multi ownership Maori land.

Date	Amount \$'000	Number	Days since instalment due	SWDC component \$'000  (81%)
30 June 2011	\$851	631	31	\$689
1 August 2011	\$780	463	64	\$632
28 November 2011	\$969	760	7	\$785
1 March 2012	\$925	690	7	\$740
16 March 2012	\$830	602	23	\$672
23 March 2012	\$790	555	30	\$640
1 June 2012	\$855	722	10	\$692
19 June 2012	\$730	632	31	\$591
10 September 2012	\$947		21	\$767

The fragility of rate arrears has unfortunately reared its ugly head. I have no view on why this instalment has increased, however we will be pursuing the outstanding amounts as usual.

An updated report was tabled.

### 2.5 Recommendation from Maori Standing Committee

The following recommendation was received from the Maori Standing Committee. If Council endorse the recommendation then Infrastructure and Services would assess that section of Cape Palliser Road to see how it could best be altered and whether there were any archaeological implications associated with removing the cattlestop, smoothing the bump in the road and making provision for two traffic lanes.

*MSC RESOLVED (MSC 2012/41) to recommend to Council that the cattlestop on Cape Palliser Road at the Ngawi washpool be removed for safety reasons.*

*(Moved Te Whaiti/Seconded Te Maari)*

Carried

Contact Officer: Paul Crimp, Group Manager Corporate Support

# PLANNING & ENVIRONMENT GROUP REPORT

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## 1. Planning

### 1.1 Resource Consents

#### 1.1.1. *Consent statistics*

Officers received 23 consent applications since 1 September 2012. 19 consents were approved since 1 September, all within the statutory timeframes. Officers now provide detailed fortnightly updates on all consents direct to Councillors and Community Board members, so consent details are not listed here.

#### 1.1.2. *RC 4028 Paterson*

Council received an application to operate a child care centre at 21 Wood Street (the old Puzzlewood site). A hearing has been set down for this application on 29 October 2012. However, the applicant and affected parties are working on mediation and a positive outcome could mean a hearing would not be required.

### 1.2 Policy

#### 1.2.1. *Coastal Reserves Management Plan*

Work on the Coastal Reserves Management Plan (CRMP) is underway and officers are seeking input from Councillors, Community Boards, and the Maori Standing Committee. Officers plan to have a draft document ready for Council's approval to release it for public notification by the end of 2012.

#### 1.2.2. *Bylaws*

The South Wairarapa District Council bylaws are now finalised. The bylaws had been on hold while Carterton District Council decided whether they wanted to be part of the process. They have since opted out. SWDC and Masterton District Council (MDC) have confirmed minor corrections and the bylaws will be publicly notified in the first week of November 2012. MDC will administer the notification process on our behalf.

#### 1.2.3. *Water Race Bylaw*

The Three Waters Focus Group has suggested we delay work on the Water Race Bylaw until some other parallel work streams are sufficiently advanced, including Michael Hewison's (Eastern Consulting Ltd) engineering work.

### 1.3 Compliance

#### 1.3.1. *51 Ferry Road, Martinborough*

Council officers abated the owner of 51 Ferry Road for relocating a dwelling without resource consent or building consent. The owner did not comply and was sent a prosecution notice from the courts. This resulted in the owner applying for retrospective resource and building consents. Council officers have elected to carry on with the prosecution.

#### 1.3.2. *Boundary Road, Featherston*

The owner of a property on Boundary Road, Featherston, opposite the sawmill, was issued with an abatement notice for failure to keep long grass and weeds

under control, causing a potential fire hazard to neighbouring houses and businesses, and a breach of amenity standards under the RMA. The deadline to rectify those issues has passed and Council officers are seeking legal advice for the most cost effective way to access the property and clean it up.

## 2. Building

### 2.1 Building consents

Processing statistics for: 1 September 2012 – 30 September 2012

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	24	105	32	N/A
Consent processing performance (within 20wd's)	96.15%	96.74%	97.14%	90%
COA processing performance	0%	0%	0%	N/A
CCC processing performance	100%	98.55%	100%	100%

Consents granted by project: 1 September 2012 – 30 September 2012

Code	Type	Avg. Duration (Days)	No. of consents	Value
	New Old People's Homes	N/A	1	400,000
	Hotels - Alterations & additions	N/A	1	80,000
	Demolition - Dwellings only	N/A	1	13,340
	Motor Camp Facility	N/A	1	26,000
	Workshop - e.g. electrical or vehicle rep	N/A	1	450,000
	Implement Shed - farm building	N/A	2	29,000
	Garage	N/A	1	18,000
	Dwelling - unattached	N/A	7	1,163,000
	Dwelling - alterations	N/A	4	40,500
	Dwelling - relocation	N/A	3	60,000
	Alterations - dwelling	N/A	1	18,000
	Certificate of Acceptance	N/A	1	10,000
		N/A	24	2,307,840

COA Certificate of Acceptance

CCC Code Compliance Certificate

Building consent numbers from 1 July 2012 to 16 October 2012 show as 105. For the same period the year before the number was 98.

### 2.2 Enforcement

None to report.

### 2.3 Policy

None to report.

## **2.4 Other matters**

Due to staff absences, a new staff member, training courses and a new computer system being introduced there is a high level of work within the building department. These issues had the sum effect of creating a backlog of work. The building team are under a lot of pressure to maintain the required service levels but considering the above the building department has maintained a very good level of performance and have been congratulated for the hard work.

## **3. Environmental Health**

### **3.1 Liquor Licensing**

10 Liquor licenses were issued in September 2012.

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

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

The Minister has given a commitment that the Alcohol Law Reform Bill will be passed in 2012.

### **3.2 Food Bill update**

There has been no further update on progress with this Bill.

### **3.3 Food Hygiene Regulations**

A steady interest continues in premises opting to change from the Food Hygiene Regulations to the new risk based Food Control Plan in preparation for the Food Bill being passed. This creates a significant extra work resourcing for staff; however longer term, this will be beneficial for Council to ensure that procedures and systems are in place prior to the commencement of the Bill.

To date 17 premises are currently operating fully under a Food Control Plan VIP, 4 of these are newly exempted premise.

1 full audit and three pre audits have been completed.

### **3.4 Noise control**

13 noise complaints were received during September 2012

Twelve for Featherston and one for Greytown.

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

#### ***3.5.1. Dog and stock control***

#### **Incidents reported**

Attack on Persons

Martinborough	1	Featherston	0	Greytown	0
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Found Dogs

Martinborough	2	Featherston	1	Greytown	0
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Lost Dogs

Martinborough		Featherston	5	Greytown	0
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Rushing Aggressive	Martinborough 0	Featherston 0	Greytown 0
Wandering	Martinborough 0	Featherston 4	Greytown 3
Welfare Concerns	Martinborough 0	Featherston 0	Greytown 0
Stock	Martinborough 1	Featherston 1	Greytown 1
Total Overall	Martinborough 4	Featherston 11	Greytown 4

### **3.6 Dog Registration:**

The registration process is coming to a conclusion with the first infringement notices being issued to dog owners that have not registered their dog(s) by 1 August 2012.

#### **3.6.1. Dog registrations as at 17 October 2012**

Registered 2674    Unregistered 93    Total number of dogs 2767

Contact Officer: Glenn Bunny, Group Manager Planning and Environment

# INFRASTRUCTURE AND SERVICES GROUP REPORT

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## 1. New Contracts

Council's new contracts have been in place for one month without disruption to service. There is still work to be done on systems and ITC on an ongoing basis and will be required ongoing to improve and decrease councils in-house involvement.

The acceptance of the contract for the provision of two toilets (Martinborough and Greytown) was signed off on the 16<sup>th</sup> Of October. An excellent price was obtained through negotiation and the design aspects covered to ensure a complementary theme in harmony with existing features.

## 2. Consents

### 2.1 Compliance Requirements

Annual Compliance reporting received so far with current consented activity indicates a high level of technical and environmental non-compliance across the range of consent. This has been reported in the draft Annual Report for 2011/2012.

#### 2.1.1. Wastewater

A workshop was held on 4<sup>th</sup> October 2012 with the Greater Wellington Regional Council consents team and advisors. The meeting aimed to develop a mutual understanding of the direction needed to achieve consent renewal at Councils three treatment sites. Officers were advised that a clear strategic direction with an early commitment to improvement works (meeting the requirements of Section 017 RMA) was required and should result in the acquisition of long term consents for the three sites.

Perception Planning have been disengaged and Geange Consulting Ltd is providing planning advice and heading up the processes and officers are aiming to have two of the three consent applications back to Regional Council by Christmas.

Further in river adverse effects (of the wastewater discharges) reporting is required to confirm improvement/treatment selection at each site. This work is now under way the results of which will be available to support the consent application either as submitted or as supplementary evidence at a hearing. Council will have to commit some capital expenditure within the consent applications to deliver improvements early within the consent term.

Based on current information, full land disposal at Featherston may become the key early deliverable whereas at the Martinborough site a composite land/ river discharge option is a more likely solution in the medium term. Storage may need to be provided at the Featherston site.

Sludge surveys are in progress for both the Martinborough and Featherston sites to be completed in November. Additional consents for sludge disposal may need to be acquired depending upon the disposal approach.

Preliminary capital expenditure requirements for the three sites will be reported to Council prior to the end of the year to establish funding requirements for the forthcoming Annual Plan over the 2013/14 and 2014/15 years.

### **2.1.2. Water Takes**

Council has secured a 25 year term for Greytown but had to accept a reduced allocation of 900,000m<sup>3</sup> per year. Officers are comfortable with the reduction in annual allocation as the Greytown bore will only function as a frontline source in times of emergency.

There are no changes to daily take and the rate of take. If the Waiohine River flows reduce to certain levels water conservation measures need to be introduced but these are not expected to be any more onerous than what the Council might apply in summer drought conditions as a matter of routine.

Herricks Bore (Martinborough Water Supply) consent renewal for the same term is in process with some adjustment being sought on the consent conditions prior to finalisation.

### **2.1.3. Land Fill Consent**

The Martinborough landfill consent application is still in progress with information regarding the green-waste operation still to be collated to assist with the final application.

## **2.2 Wastewater**

### **2.2.1. Operations**

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

At the Martinborough wastewater treatment plant site, a breach of the resource consent detected in June and August 2012 occurred resulting in non-compliance with the current consent conditions. The abatement notice for this breach has now been withdrawn following the receipt of complying E Coli test results and no further regulatory action is anticipated..

Three pipeline blockages were reported and rectified during the period (two of these related to the caravan dump points at Martinborough and Greytown).

### **2.2.2. Caravan Dump Point Greytown**

The NZ Motor Caravan association has approached Council with concerns with the viability of this facility and in particular the safety issues for exiting vehicles onto SH 2.

The Association has suggested that to eliminate the hazard of having to reverse onto SH 2 the land owned by the Council between the Arbour Reserve and West



Street be made available for facility exit access if it was available for the purpose.

Further the Association has expressed an interest in leasing this section as a possible POP (park over property). Further discussion is required with the Association and others to establish what this might mean in terms of impacts to adjoining property.

Officer will report in more detail including a consideration of other options that might be worthy of consideration to the December Council meeting.

## **2.3 Water Supply**

### **2.3.1. Operations**

Martinborough and the Featherston/ Greytown Treatment Plants operated routinely throughout the period.

The emergency bore in Greytown was activated during the period between 8<sup>th</sup> and 13 September whilst the Waiohine River was in flood allowing treated water to be distributed to Featherston during the river outage period.

Community water usage records and trending is attached for Council's information in Appendix 2. Greytown bore was used from 8 Sept to 13 September. The water consumption data is up to date and worth noting that the last five months have been lowest water consumption on the graph.

### **2.3.2. Capital**

The new production well near the Waiohine UF Plant is now drilled and cased. Screen installation has been completed and flow and quality testing concluded.

Government subsidy to upgrade the water supply for Featherston is still available if Council wishes to apply for assistance. An application for improvement work would need to be lodged by February 2013 in time for the next funding round and the subsidy rate is expected to be 65%.

Officers will provide a proposal and some likely project costs and outcomes for Council's consideration in December.

## **2.4 Water Races**

Water races operated normally during the period with several blockages reported and attended to

The review of water races generally is underway with specialist assistance having being sought to establish what capacity and flexibility exists for alternative uses of the water race systems. In addition the Moroa Water race bylaw has been revised and extended to include the Longwood system.

This draft bylaw will be available for public consultation once the specialist reporting can be considered further.

## **2.5 Waste Management**

### **2.5.1. Operations**

Operations continued on a routine basis throughout the period. Waste export and recycling tonnage data for the period is attached in Appendix 3.

### **2.5.2. E-Waste Collection Region Wide**

Two substantive proposals have been received and are under consideration by Masterton District Council. They are applicable to the Carterton and South Wairarapa Districts and the objective is to engage a single provider with a common disposal fee structure based on the ECN model and the same level of service across the three Councils.

Please refer to the separately attached report.

## **3. Roothing**

### **3.1 Roothing Maintenance – Oldfield Asphalts**

Over the last two or three weeks the unsealed roads have improved greatly as they have dried out. There was a period about mid to late September when some of our unsealed roads had many potholes that could not be repaired because of the continuous wet weather.

Also attributed to the wet winter are the numerous slumps and slips on the White Rock and Hinakura Roads. Oldfields were filling slumps on Ushers Hill on the White Rock Rd on an almost daily basis.

Oldfields have also been busy with emergency works on Cape Palliser Rd at Te Kopi, placing boulders to reduce wave erosion. Some of this work is permanent and other works will need modification once we have more rock on site.

The other major activity for the next few weeks is pavement repairs on those sections of road to be resealed early next year.

## **4. Parks and Reserves**

### **4.1 Property Parks and Reserves Maintenance – City Care**

City Care has been on site for nearly a month and has been concentrating on getting the mowing under control.

Weed spraying of all parks and street will occur over the next three to four weeks.

## **5. Property and Facilities**

With the absence of a property officer the details will be reported next month regarding occupancy and details.

## **6. Libraries**

### **6.1 Statistics all Libraries**

Refer Appendix 1 for statistics:

- Transactions
- Issues

## **7. Appendices**

Appendix 1 – Library Statistics

Appendix 2 – Monthly Water Usage

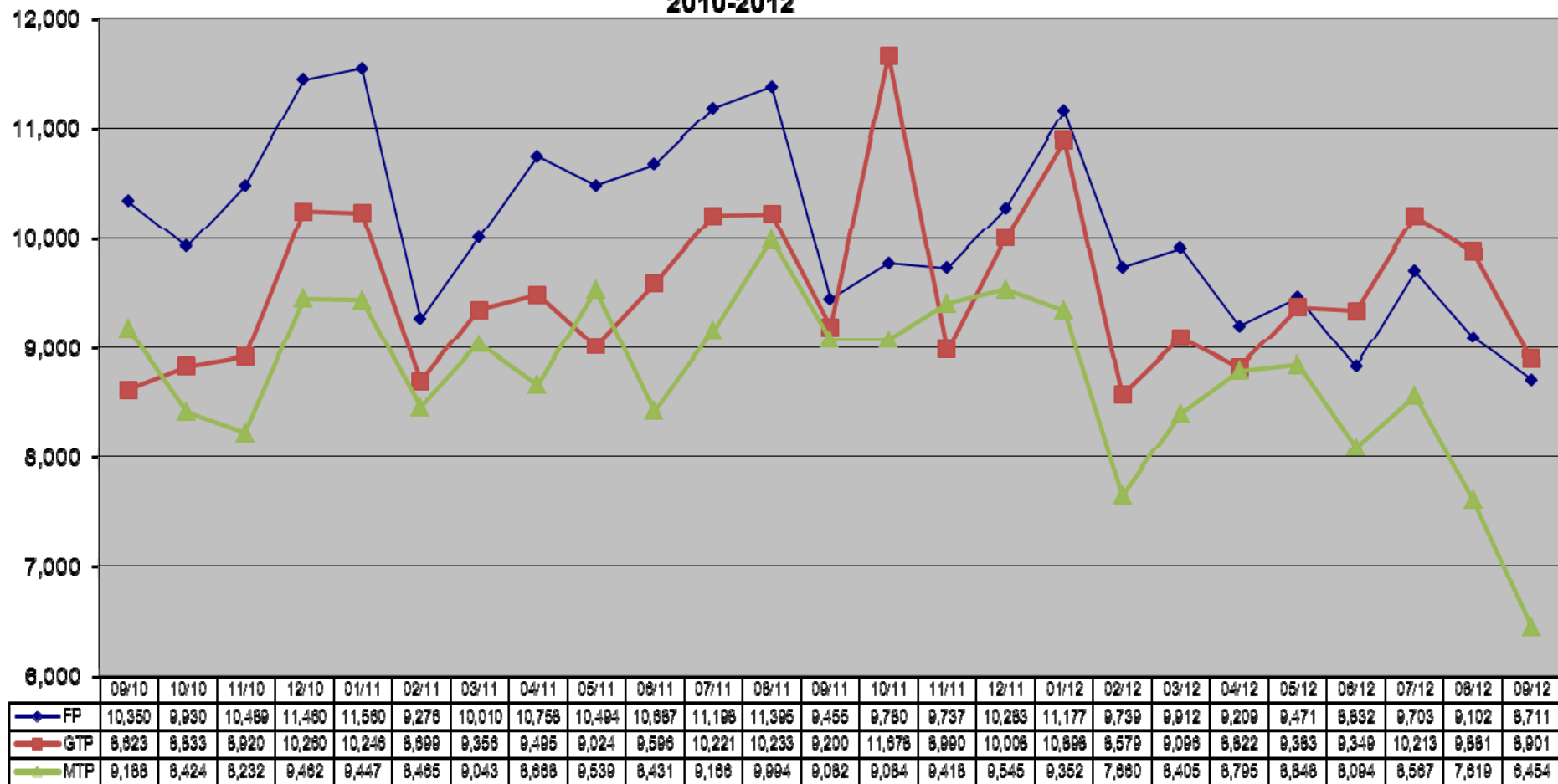
Appendix 3 – Waste Exported to Bonny Glenn Including Recycling

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

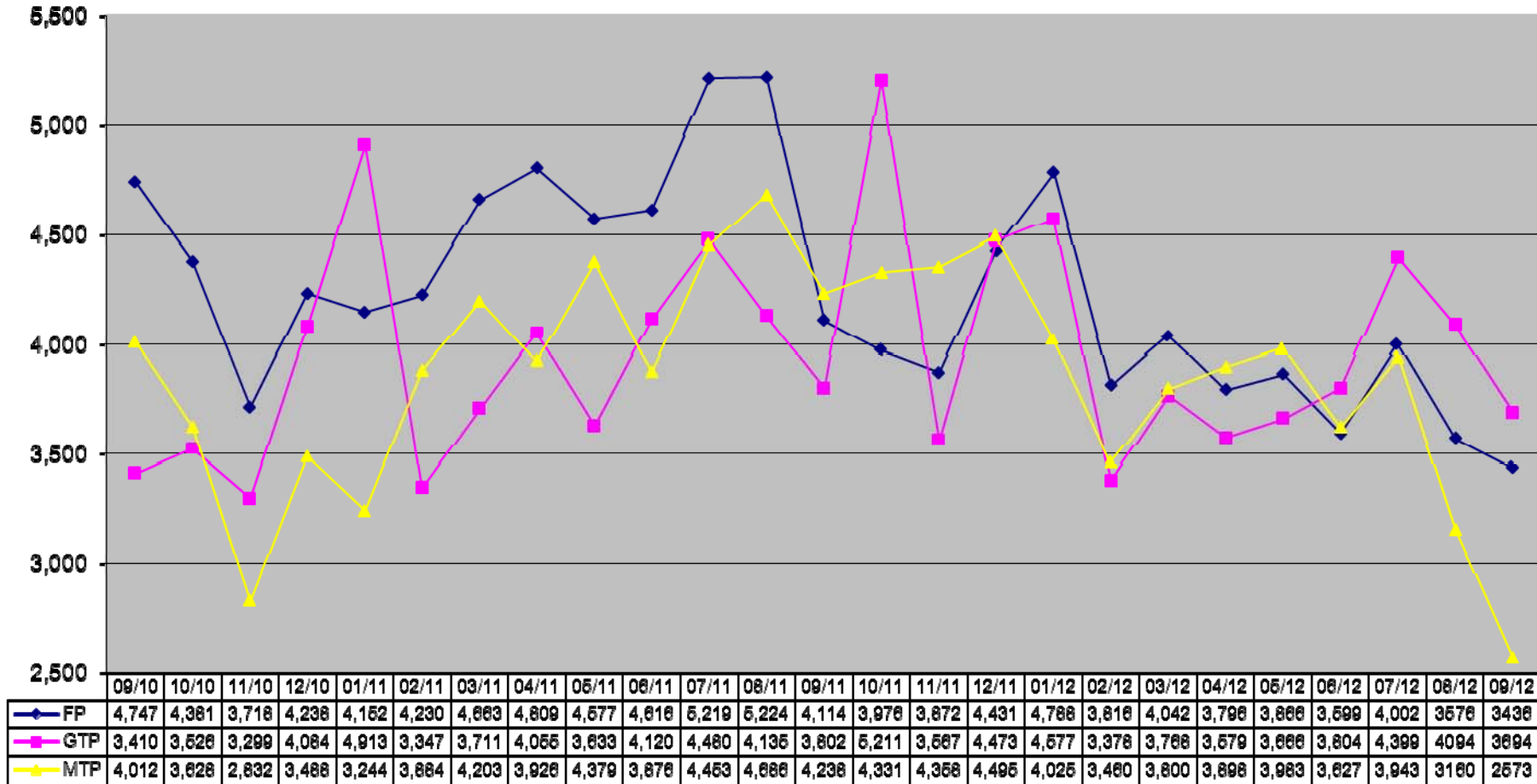
Reviewed by: Dr Jack Dowds, Chief Executive Officer

# **Appendix 1 – Library Statistics**

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

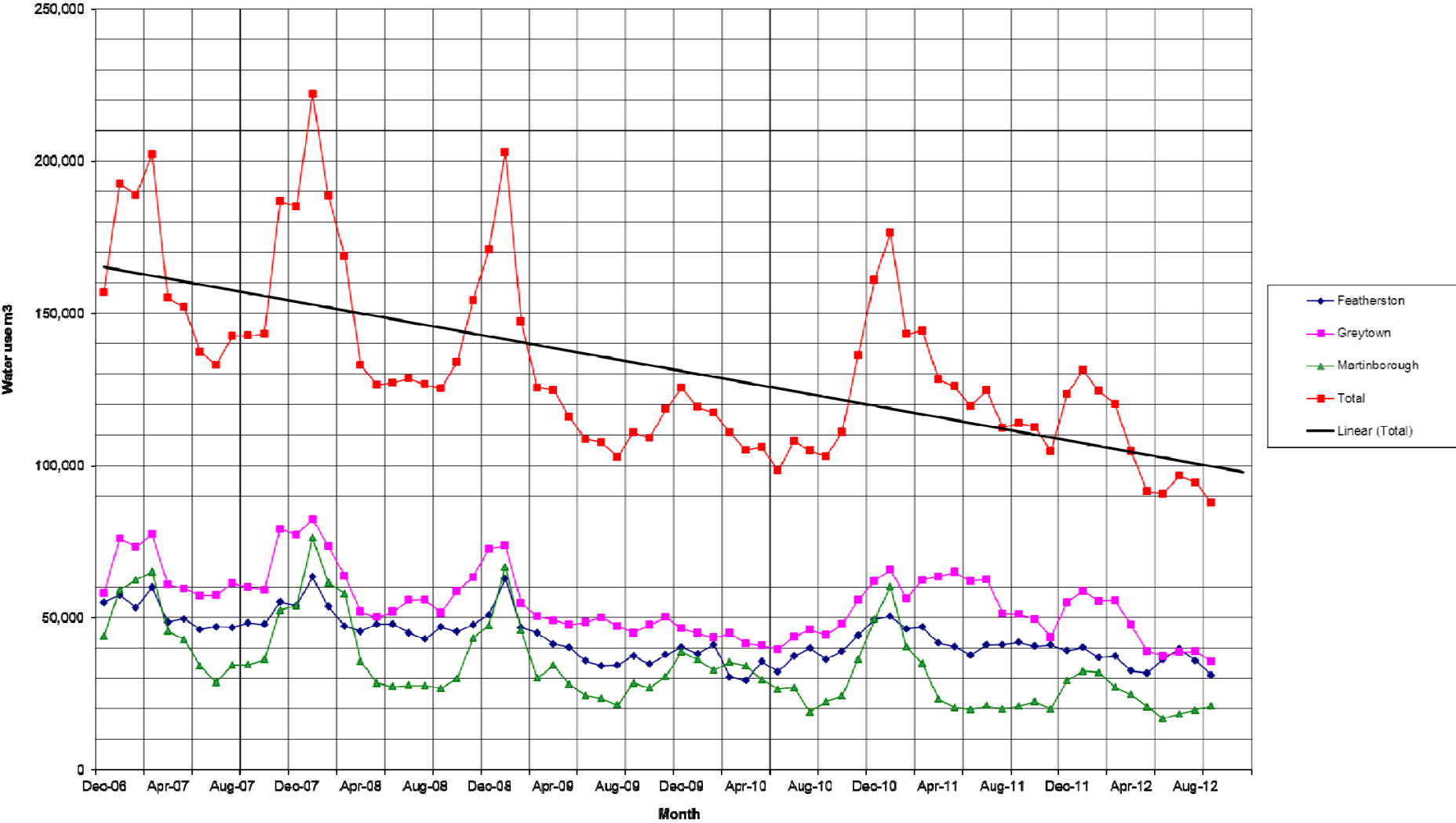


### Issues: Featherston, Greytown and Martinborough Libraries: 2010-2012



## **Appendix 2 – Water Usage**

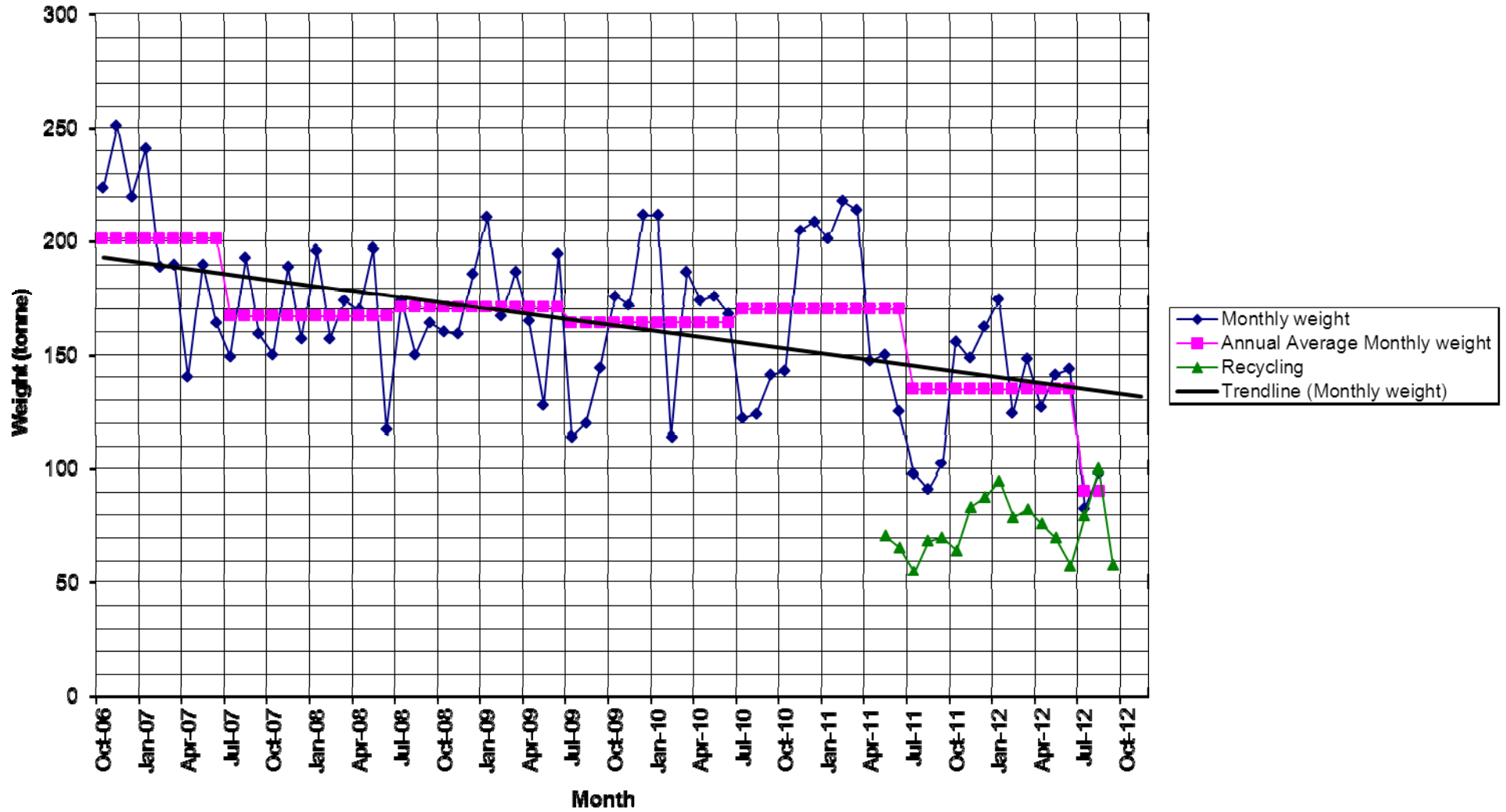
Water use South Wairarapa District Council





# **Appendix 3 – Waste Exported to Bonny Glenn Including Recycling**

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



# GREYTOWN COMMUNITY BOARD

21 NOVEMBER 2012

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## AGENDA ITEM 7.2

### SCHEDULE OF ORDINARY MEETINGS 2013

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#### **Purpose of Report**

To provide members with the proposed schedule of ordinary meetings for Council, community board and committees for 2013.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receive the information.*
2. *Adopt the 2013 schedule of ordinary meetings for Greytown Community Board.*

## **1. Background**

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

Council adopted the attached schedule on the 31 October 2012. Individual community boards and the Maori Standing Committee should now adopt the attached calendar.

## **2. 2013 Calendar**

### **2.1 6-weekly Cycle**

Council, community boards and committees are meeting on a 6-weekly cycle. The proposed calendar in Appendix 1 retains this cycle.

The gap between community board, committee and Council meetings has been retained in order for minutes and recommendations from committees and community boards to be included in the Council agendas.

### **2.2 2013 Election Year**

#### **2.2.1. Office of the Auditor General Advice**

The following advice has been provided by the Office of the Auditor General.

The general practice in the local government sector is to treat the three months before the election as the pre-election period, during which

additional protocols may be needed. There are some simple principles that need to be balanced in any pre-election period:

- Council staff need to maintain their neutrality.
- The public funds that councils administer should not be used for electioneering or to benefit one candidate over another.
- Councillors are still in office during the election campaign and remain responsible for the activities of the organisation.
- Ordinary business has to continue despite the election, which includes ongoing communication with the (voting) public.

Based on the above advice, a Council meeting has been scheduled for the 18 September in which ordinary business may be addressed. As the community board meetings would normally be scheduled less than 1-week prior to the elections (12 October 2013), these meetings have not been scheduled.

### ***2.2.2. Declaration of Election Results***

Election results will be declared between the 14 - 23 October 2013.

It is a requirement of the Model Standing Orders for Meetings of Local Authorities and Community Boards to give not less than 7 days notice of a meeting. Setting the 30 October 2013 as the first meeting of the triennium is tight, but should be achievable. An early swearing-in date allows for one additional Council meeting to be held before the end of the year.

### ***2.2.3. First Meeting of the Triennium Following Swearing-in***

The Model Standing Orders for Meetings of Local Authorities and Community Boards makes provision for the first meeting or a schedule of meetings to be adopted by the Local Authority at the first meeting of the Triennium. Thus no regular meetings of Council apart from the swearing-in meeting have been identified in the schedule attached in Appendix 1 at this time.

## **2.3 Time of Meetings**

It is proposed that the meeting times previously adopted remain the same unless specific request for change is received.

## **2.4 Focus Group Meetings**

Focus Group meetings are held on a as needs basis, no meeting times have been set.

## **2.5 Legal Implications**

There are no legal implications associated with adopting the attached schedule of meetings.

## **2.6 Financial Considerations**

There are no financial implications.

### **3. Supporting Information**

#### **3.1 Long Term Plan - Community Outcomes**

Adoption of the proposed schedule contributes to successfully running the Governance/Leadership/Advocacy significant activity. This in turn contributes to all of the South Wairarapa District Council Community Outcomes.

- Healthy & Economically Secure People
- Educated and Knowledgeable People
- Vibrant and Strong Communities
- Sustainable South Wairarapa
- A place that's accessible and easy to get around

### **4. Appendices**

Appendix 1 – Proposed Schedule of Ordinary Meetings 2013

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Group Manager Corporate Support

# **Appendix 1 – Proposed Schedule of Ordinary Meetings 2013**

***SOUTH WAIRARAPA DISTRICT COUNCIL  
PROGRAMME OF COUNCIL, COMMUNITY BOARD AND COMMITTEE MEETINGS 2013***

<b>MEETING</b>	<b>TIME</b>	<b>DAY</b>	<b>JAN 2013</b>	<b>FEB 2013</b>	<b>MAR 2013</b>	<b>APR 2013</b>	<b>MAY 2013</b>	<b>JUN 2013</b>	<b>JULY 2013</b>	<b>AUG 2013</b>	<b>SEP 2013</b>	<b>OCT 2013</b>	<b>NOV 2013</b>	<b>DEC 2013</b>
Martinborough Community Board	7.00PM	Mon	28		11	29		10	15	26			4	
Featherston Community Board	6.00PM	Tues	29		12	30		4	16	27			5	
Greytown Community Board	7.00PM	Wed	30		13		1	5	17	28			6	
Maori Standing Committee	6.00PM	Mon		4	18		6	17	22		2		11	
<b>COUNCIL</b>	9.30AM	Wed		20		3	15	26		7	18	30		
Policy and Finance Committee	Follows Council	Wed		20		3	15	26		7	18	30		

- NOTES:**
1. The dates of all other meetings will be separately notified.
  2. Wellington Anniversary Day: Monday 21 January 2013
  3. Waitangi Day: Wednesday 6 February 2013
  4. Easter: Good Friday 29 March 2013 and Easter Monday 1 April 2013
  5. Queens Birthday: 3 June 2013
  6. Anzac Day: Thursday 25 April 2013
  7. Labour Day: Monday 28 October 2013

# GREYTOWN COMMUNITY BOARD

21 NOVEMBER 2012

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## AGENDA ITEM 7.3

### DISTRICT SWIMMING POOL UPDATE

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#### **Purpose of Report**

To update members on the decision regarding the district swimming pools as discussed at Council on the 31 October 2012.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receive the information.*

#### **1. Background**

Included in the Council agenda for 31 October 2012 was a report to Council outlining a number of recommendations for the future of the district swimming pools and supported by a report from Opus Consultants.

Following discussion at the Council meeting, the next steps as outlined in paragraph 2 of this report were agreed.

#### **2. Where to From Here**

Officers expect to progress Council direction as follows:

- Workshops will be held with all community groups with an interest in the swimming pools to determine the best future approach to aquatic facilities in the South Wairarapa.
- Public consultation on an approach or options as found suitable by community groups will occur as part of the Annual Plan process.
- Pool maintenance for the 2012/2013 season will be prioritised by Council pool contractors.

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Group Manager Corporate Support