



## Greytown Community Board

Minutes – 17 July 2013

- Present:** Christine Stevenson (Chairperson), Cr Margaret Craig, Michele Falleni, Kay Gray and Cr Margaret Craig.
- In Attendance:** Mayor Adrienne Staples, Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).  
For part only Cr Mike Gray (Greytown CDEM Community Response Team).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 17 July 2013 between 7:00pm and 8:30pm.
- Public Participation:** Katie Abbott (Friends of O’Connors Bush).

### PUBLIC BUSINESS

#### 1. APOLOGIES

*GCB RESOLVED (GCB 2013/39) to receive apologies from Cr Viv Napier.  
(Moved Atkinson/Seconded Gray)*

Carried

#### 2. CONFLICTS OF INTEREST

Cr Craig declared a conflict of interest with the application for financial assistance from Arbor House and her appointment as a Trustee on the Board.

#### 3. PUBLIC PARTICIPATION

##### 3.1 Katie Abbott, representing Friends of O’Connors Bush

Mrs Abbott thanked Council and the Community Board for attention to matters raised at a prior meeting and for increasing maintenance funding during the annual plan process. Mrs Abbott updated members on Arbor Day activities.

*GCB RESOLVED (GCB 2013/40) to receive the minutes of the Friends of O’Connors Bush meeting held on 29 June 2013.*

*(Moved Cr Craig/Seconded Gray)*

Carried

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

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

Cr Gray tabled a report and updated the Community Board on the planned CDEM awareness display, a meeting with Wairarapa CDEM for South Wairarapa response team leaders and MOU agreements with organisations in the community.

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

##### 5.1 Greytown Community Board Minutes – 5 June 2013

*GCB RESOLVED (GCB 2013/41)* that the minutes of the Greytown Community Board meeting held on 5 June 2013 be confirmed as a true and correct record.

*(Moved Falleni/Seconded Gray)*

Carried

##### 5.2 Matters Arising

There were no matters arising.

##### 5.3 Action Items From Previous Meeting

The Community Board reviewed the action items and updates were provided.

##### 5.4 Income and Expenditure Statement to 31 May 2013

*GCB RESOLVED (GCB 2013/42):*

1. To receive the Income and Expenditure Statement to 31 May 2013.

*(Moved Stevenson/Seconded Cr Craig)*

Carried

2. Action 434: Advise by email what the incidental conference expenses on the GCB I&E relate to; K Low

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

##### 6.1 Officers' Report to Community Boards

The Community Board reviewed the report and Mr Crimp answered questions relating to local government elections.

*GCB RESOLVED (GCB 2013/43):*

1. To receive the Officers' Report to Community Boards.

*(Moved Stevenson/Seconded Atkinson)*

Carried

2. Action 435: Place a sign on Pierce Street directing traffic to the Greytown Transfer Station; M Allingham

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- 6.2 Footpath Forward Works Programme  
*GCB RESOLVED (GCB 2013/44):*
1. To receive the information.  
*(Moved Cr Craig/Seconded Gray)* Carried
  2. Action 436: Remove duplicate information for Cotter Street from the Footpath Forward Works Programme; M Allingham
- 6.3 Humphries Street Phoenix Palm Trees  
*GCB RESOLVED (GCB 2013/45):*
1. To receive the information.
  2. That the Phoenix Palms on Humphries Street be removed and are replaced with more appropriate trees.  
*(Moved Stevenson/Seconded Gray)* Carried
- 6.4 Referral of Submission from 13/14 Annual Planning Process  
 Mayor Staples advised that in order to keep the rates increase down there was no ability to increase the amount set aside for annual plan grants funding and some of the more town focused requests were forwarded to community boards for consideration.  
*GCB RESOLVED (GCB 2013/46):*
1. To receive the information.
  2. To grant The Wairarapa Arts Festival Trust \$1,000.  
*(Moved Atkinson/Seconded Stevenson)* Carried
- 6.5 Customer Requests  
*GCB RESOLVED (GCB 2013/47) to receive the information*  
*(Moved Stevenson/Seconded Falleni)* Carried
- 6.6 Off-leash Dog Exercise Area in Greytown  
 The Community Board undertook to advise the community via the Grapevine of the planned exercise area for dogs.  
*GCB RESOLVED (GCB 2013/48) to receive the information.*  
*(Moved Cr Craig/Seconded Gray)* Carried

## **7. COMMUNITY BOARD/COUNCILLORS REPORTS**

### **Kay Gray**

Mrs Gray tabled and spoke to a Greytown Information Centre report. Mrs Gray tabled and spoke to a report from a combined meeting of the Greytown

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Tree Advisory Group, Friends of O'Connors Bush and Friends of Stella Bull Park and requested that the Urban Street Policy was reviewed by Council to include a wider variety of tree species suitable for the South Wairarapa environment.

Mrs Gray advised that a site for a tree nursery was being investigated.

Mrs Gray provided a verbal report from Arbor Day celebrations.

The Community Board thanked Mr Karl Nesbitt from City Care for the work done in planning and organising the kowhai tree planting at the south end of Greytown, and thanked all the enthusiastic people who planted trees during the Arbor Day celebrations.

### **Michelle Falleni**

Mrs Falleni gave a report from a Wairarapa Library Service meeting attended. Mrs Falleni had assisted with the plantings at the south entrance to Greytown and had attended a Tree Advisory Group meeting.

### **Cr Margaret Craig**

Cr Craig advised that Jellicoe Street residents had received letters regarding the removal of street cherry trees and were given an opportunity to provide feedback to Council. Cr Craig attended the opening of Arbor House with Mrs Gray and Mayor Staples who opened the new wing.

### **Christine Stevenson**

Mrs Stevenson advised that Connor Taumoepeau had applied for the position of student representative on the Community Board and would attend the mini forum to meet Community Board representatives.

Mrs Stevenson advised that the first mini forum was now organised. The intention is for the different groups and organisations within the community to get to know each other and share information on what their organisation does.

A combined community board meeting was scheduled for 9 September 2013. Along with Mrs Gray and Cr Napier, Mrs Stevenson attended a meeting hosted by Kuranui College to discuss the availability of synthetic cannabis in the community. Mayor Staples provided a synopsis of the new legislation due to be enacted in August 2013 and advised that Council would be acting proactively to put in place necessary policies to limit the places where synthetic substances could be sold.

### **Shane Atkinson**

Mr Atkinson advised of vandalism to the track barriers at the Greytown Cycle Trail. Plans for the Greytown Men's Shed were progressing well with draft budgets and registration as a society being undertaken.

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*GCB RESOLVED (GCB 2013/49):*

1. To reimburse Mrs Kay Gray \$73.49 for expenses relating to Arbor Day celebrations.

*(Moved Stevenson/Seconded Atkinson)*

Carried

2. To thank Mrs Kay Gray for all the work undertaken to make Arbor Day 2013 celebrations a success.

*(Moved Stevenson/Seconded Cr Craig)*

Carried

3. Action 437: Write and thank members of the community who made donations for the Arbor Day celebrations; Christine Stevenson

## **8. GREYTOWN ENTRANCE SIGN**

Mrs Stevenson tabled designs submitted for consideration and the Community Board agreed to meet to progress.

## **9. ARBOR HOUSE REPORT**

*GCB RESOLVED (GCB 2013/50)* to receive the Arbor House report.

*(Moved Cr Craig/Seconded Gray)*

Carried

## **10. DEFIBRILLATOR LOCATIONS**

The Community Board noted that in addition to the Greytown Supermarket, Bowling Club and Kuranui College there were defibrillators located at the bowling green, Medical Centre, Fire Station and St Johns Ambulance centre.

*GCB NOTED:*

1. Action 438: Laminate a list of defibrillator locations and seek permission to place in the Greytown supermarket and the Greytown Library; P Crimp

## **11. CORRESPONDENCE**

### **11.1 Inwards**

From Kuranui College to Greytown Community Board dated 11 June 2013.

From Margaret Cole, Greytown Trails Trust, to Greytown Community Board dated 13 June 2013.

From Jenny Toswill, Greytown Trails Trust, to Greytown Community Board dated 10 June 2013 (tabled).

From Myles Noble to Cr Margaret Craig dated 3 July 2013.

From Beth Taylor, Rotary South Wairarapa, to Greytown Community Board dated 2 July 2013.

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11.2 Outwards

From Christine Stevenson, Greytown Community Board, to Kuranui College dated 7 June 2013.

From Christine Stevenson, Greytown Community Board, to Connor Taumoepeau.

From Cr Margaret Craig to Myles Noble dated 4 July 2013.

*GCB RESOLVED (GCB 2013/51):*

- 1. To receive the inwards (including tabled) and outwards (including tabled) correspondence.

*(Moved Stevenson/Seconded Cr Napier)*

Carried

- 2. Action 439: Place on the first 2014 GCB agenda an item to update the Community Board Annual and Strategic Plan; P Crimp

**12. FINANCIAL ASSISTANCE**

12.1 Arbor House

*GCB RESOLVED (GCB 2013/52)* to grant Arbor House \$250 so they can complete the furnishing of the resident’s lounge in the new wing.

*(Moved Atkinson/Seconded Gray)*

Carried

12.2 Maths Wairarapa

*GCB RESOLVED (GCB 2013/53)* to grant the Wairarapa Mathematics Association \$200 towards the cost of Maths Wairarapa.

*(Moved Cr Craig/Seconded Gray)*

Carried

12.3 Cobblestones

*GCB RESOLVED (GCB 2013/54)* to grant Cobblestones Trust \$2,000 towards the Cobblestones Museum entrance project.

*(Moved Stevenson/Seconded Falleni)*

Carried

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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**Greytown Community Board  
Action Items  
From 17 July 2013**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
22	GCB	30-Jan-13	Action	Mark	Assess the health of some trees within the Greytown Campground and assess for safety to campers. Removal of two kowhais recommended. Assess the poplar trees on the Greytown Campground boundary for camper safety	Open	Note: Tree Advisory Group recommends two Kowhai trees could be removed). TAG have assessed trees and can advise which trees need to be assessed. In progress - one of the trees fell down and had to be removed. Awaiting arborist report on the rest. CityCare arranged arborist report - still awaiting this 06/06/13. 6/6 Have received report, Officer looking into resource consents. 28/6 Ongoing. 5/7 Officer to talk to planning department regarding resource consents, meeting scheduled for next week. Officer waiting on feedback from tree advisory group
139	GCB	13-Mar-13	Resolution	Mark	<b>Farley's Oak – Arborist Report 15 Feb 2013</b> GCB RESOLVED (GCB 2013/21): 1. To receive the information. 2. That Council officers continue with the recommended actions of the 2010 report to enhance the health of the tree (root irrigation, fertilisation, pruning and monitoring) and arranges for annual reassessment of the tree. 3. That Council officers prepare the draft resource consent application for the eventual felling of the tree including a set of criteria that will trigger the final application proceeding. (Moved Stevenson/Seconded Falleni) Carried	Open	In progress. Asphalt to be removed from above roots next week (10/6) then fertilising and mulching to be done. 6/6 Draft resource consent to be completed. 28/6 Meeting to be set up with Planning to assist. 5/7 Meeting scheduled for next week. 6/8 need a public meeting to be called
242	GCB	1-May-13	Action	Mark	Obtain a quote to resurface the walkway in O'Connor's Bush. If budget allows undertake the work	Open	Note: Use of O'Connors Bush grant ok if money allows Officer to investigate 6/6 Officer to get quote 5/7 Quote expected next week.6/8 Need to F/U on quote

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
434	GCB	17-Jul-13	Action	Kyra	Advise by email what the incidental conference expenses on the GCB I&E relate to	Actioned	
435	GCB	17-Jul-13	Action	Mark	Place a sign on Pierce Street directing traffic to the Greytown Transfer Station	Open	
436	GCB	17-Jul-13	Action	Mark	Remove duplicate information for Cotter Street from the Footpath Forward Works Programme	Open	
438	GCB	17-Jul-13	Action	Paul	Laminate a list of defibrillator locations and seek permission to place in the Greytown supermarket and the Greytown Library	Open	In progress
446	GCB	17-Jul-13	Resolution	Mark	Humphries Street Phoenix Palm Trees GCB RESOLVED (GCB 2013/45): 1. To receive the information. 2. That the Phoenix Palms on Humphries Street be removed and are replaced with more appropriate trees. (Moved Stevenson/Seconded Gray) Carried	Open	5/8 Need to organise community input into replacements



<b>Greytown Community Board</b>	
<b>Income &amp; Expenditure to 30 June 2013</b>	
<b>INCOME</b>	
Balance 1 July 2012	23,216.09
Annual Plan 2011/13	19,020.00
Flag Money - Sold by The Mayor	34.78
<b>TOTAL INCOME</b>	<b>42,270.87</b>
<b>EXPENDITURE</b>	
Members' Salaries	8,199.84
<b>Total Personnel Costs</b>	<b>8,199.84</b>
AP Lamb-Peters Pri RF323 Inv 19261 Black Paper	57.00
AP Mr T F Courtney RF111 Storage containers	68.00
AP Clareville Nurs RF444 Plants for Main St Gtn's barrels	289.79
AP Local Governmen 2012/13 Annual Community Board Levy	166.66
AP Mrs V L Napier Reimb Xmas purchases	200.87
AP Mr S W Atkinson Reimb sign - Farleys Oak	80.00
AP Cahoots Cafe Gtn Info C volunteers M/Tea	78.26
LED Chaser Lights Town Centre	45.72
AP K Gray - Full registration	647.83
AP House of Travel Wn-Qnstrn K Gray/Thomas/Stevenson Mrs K Gray	146.08
AP Flagz Limited Digital printed flags	1,635.00
corr coding Fairfax media road closures corr	89.60
AP Power Services Pick up & erect flags Greytown	138.00
AP Mark's Signs Trail closed for grazing sign	40.00
AP Mark's Signs Dogs on leash signs	48.00
AP Pope & Gray Con Screened Lime (Gtn Trails Trust)	500.00
AP Tree Top Flower Wreaths for ANZAC Day	100.00
NZ Community Board Conference K Gray	21.73
NZ Community Board Conference K Gray	124.34
NZ Community Board Conference K Gray	124.34
NZ Community Board Conference K Gray	16.52
AP Power Services Remove flags and replace Main St Gtn	138.00
Printer information centre	210.00
Laptop information centre	1,495.00
Travel Expenses Community Board Conference Kay Gray	133.04
Jeremy Bicknell - Moveable art display modules	1,392.00
Confrence train and bus fares - Stevenson	49.00
Arbor Dav Exps - K Gray	63.90
	0
<b>Total General Expenses</b>	<b>8,098.68</b>
AP Friends of Cobb RF323 2012 Xmas Carols	250.00
AP RF73 Arbor Day Talk/Exp 28-9 June	505.67
AP Papawai Marae RF59 Gtn Com Brd Grant-Hui Kotahitanga	1,000.00
AP Greytown Arts F RF444 Grant 2012 - Gtn Arts Festival	2,000.00
AP NZ Council of V Grant from Gtn Community Board	500.00
AP Greytown Commun IMP Grant (Safety & upgrading facilities	500.00
AP Greytown Arbor Day reimbursment	581.52
AP Woodside Trust Reimb exp Gtn Trails Trust	3,000.00
AP Mark's Signs 14 x Gtn Woodside trail signs	560.00
AP Lamb-Peters Pri 1200 DL Flyers "Are you Prepared"	105.00
AP Lamb-Peters Pri 2650 x A5 Flyers "Mens Shed"	183.00
AP Greytown Lions GCM Grant - March 2013	380.00
AP Reimb P Neilson/Civil Def brochures Gtn	60.00
AP Grant-Establish Heritage Garden Stella B	341.80
AP Greytown Commun Fostering engagement art experiences for	500.00
AP Greytown Trails Grant Mtc of Greytown Rail Trail	1,000.00
<b>Total Grants</b>	<b>11,466.99</b>
<b>TOTAL EXPENDITURE</b>	<b>27,765.51</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>14,505.36</b>
<b>LESS: COMMITMENTS</b>	
Salaries to 30 June 2013	-
<b>Total Commitments</b>	-
<b>BALANCE TO CARRY FORWARD</b>	<b>14,505.36</b>

# GREYTOWN COMMUNITY BOARD

28 AUGUST 2013

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## AGENDA ITEM 8.1

### OFFICERS' REPORT

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#### **Purpose of Report**

To update the Community Board and Maori Standing Committee on Council activities.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receives the information.*

### CHIEF EXECUTIVE

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

The period since the last report has been one of trying to change my focus from "in" the business to "on" the business – while still maintaining the operational focus when needed.

##### **1.1 Staffing**

There have been a number of staffing matters that have been advanced. As advised earlier, Ian Richards departed on the 19<sup>th</sup> July after 20 years and 4 weeks service. An interesting and light hearted farewell was held for Ian.

With Ian departing there has been some shuffling of responsibilities and reporting lines.

Vanessa Tipoki has also departed, but will be assisting with the interviews for her replacement, and a couple of other matters. We had an excellent response for the group manager planning and environment role with about 14 applications, of which 7 or 8 would have been able to fill the role. Ultimately we will interview three.

Helen McNaught has taken over most of the district librarian functions, and some of the parks and reserves functions. We have one vacancy to fill, which will be an amenities officer to assist Helen.

Emma Davison has taken over the vacant asset management role. Emma has, among others, good GIS skills and this will provide excellent platform for increasing our analysis of our asset base.

The final recruitment is a pest control officer called Bert. After some lobbying by staff we have apparently adopted a cat.

## **1.2 Insurance**

Discussions regarding insurance have been concluded and adequate cover has been obtained. Premiums are at a similar level to last year.

The Local Authority Protection Program (LAPP) has been under some pressure. Twenty-two local authorities have given notice that they intend to leave the scheme. Not all those that have given notice will ultimately leave the scheme, scheme effectiveness and on-going concern is an issue that will be monitored.

We have had advice from the LAPP; administrators have advised the scheme is still viable.

The three Wairarapa TLA's combined coverage a couple of years ago which generated significant savings, however due to the Canterbury events savings have been subsumed by the significant increase in overall premiums.

## **1.3 Local Government Commission**

As members are aware, the Local Government Commission discussed the reorganisation process on the 9<sup>th</sup> July.

There is currently somewhat of a respite in activity, I am sure this is a temporary lull.

## **1.4 Memorandum of Understandings (MOU)**

MOU are currently being finalised with the Martinborough Colonial Museum. The Museum has a more formal structure and wish to formalise our relationship, on the same basis as it currently stands.

Jazz in Martinborough are also looking for an MOU, they have surplus funds and wish to purchase some equipment for the Town Hall. This is in early stages of discussion; however there are no real barriers to completing a MOU.

## **1.5 Flooding**

The recent flooding event tested our systems once again and generally things went smoothly. We received compliments on our use of Facebook, the website and our afterhours call centre service.

Afterhours, our call centre will be able to provide the public advice on road closures. The call centre is updated by our contractors as soon as a change in road conditions occurs. In this way we have up to the minute advice available to the public.

This system means we do not have to have someone updating the website / Facebook in the middle of the night. The website / Facebook pages refer users to the phone service after hours.

While the operation went reasonably well we will be having an internal debrief to discuss our response and other relevant matters.

### **1.6 Annual Plan / LTP actions**

All annual plan submitters have been contacted, either by email or letter, with the decision relating to their submission.

### **1.7 Remuneration Authority**

The Remuneration Authority has changed, commencing after the election, the way member's remuneration is managed.

There are no longer pools as such; the Authority sets standard rates for mayors, councillors and community board members.

There is a small "pool" capped at 1.5 times a councillor's remuneration, that can be spread across any role that has "additional duties".

For example, the Authority has set SWDC councillors remuneration at \$14,800, so the total "pool" of funds available for roles with additional duties is \$22,200.

In addition, community board chairs are remunerated at twice the remuneration of a member, and councillors "additional remuneration" is capped at 40% above the standard councillor's remuneration.

Local authorities had to apply to the Authority, by 19 July 2013, for any roles that would attract "additional remuneration" and provide a justification for the additional amounts.

### **1.8 Rate Demands**

NCS is designed to issue one rate demand per property. We have completed this upgrade and this change will be effective for the first instalment.

While this will mean there will be quite a number of additional rate demands issued (ACS was able to collate more than one property onto one rate demand) it is always preferable to use software systems the way they were designed.

All NCS users use this methodology.

### **1.9 Water Meter Readings**

The final 2012/13 water meter readings were carried out over the last couple of weeks.

For the first time we have utilised electronic devices to capture this data and while there were a few teething problems data entry directly into an electronic device will be the preferred option.

### **1.10 Elections**

SWDC Electoral Officer, Warwick Lapp from Electionz.com, has prepared all our election material and this was available for the start of enrolments.

Electionz run the complete election process, apart from receiving some nominations, including counting and publishing the vote count.

### **1.11 Greater Wellington Regional Council consultation –Whaitua Committee**

This Committee is being set up to address the requirements on regional councils to set fresh water standards.

The freshwater standards will set objectives, limits, and timeframes for addressing nitrogen, phosphorus, sedimentation and e.coli levels in freshwater systems.

The Ruamahanga catchment will be the first catchment to undergo this process.

The purpose of the Ruamahanga Whaitua Committee is to facilitate community and stakeholder engagement in the development of the Whaitua Implementation Programme (WIP). A WIP is a non-statutory report to Council which will contain recommendations for specific plan provisions and work programmes for the integrated management of land and water resources within the whaitua boundary. The WIP may contain both regulatory and non-regulatory proposals.

The Ruamahanga Whaitua Committee will operate in partnership with tangata whenua and develop recommendations guided by the five principles created as part of the Regional Plan review process.

In due course there will need to be one SWDC councillor representative on this committee.

### **1.12 Pensioner Housing**

A report was requested analysing whether there was a need for a financial reserve fund to be set up to cover capital improvements to pensioner houses and their surrounds.

I have requested a review of the current state of the pensioner housing stock (including parking and footpaths etc.) and will feed this into the report.

The reserve will need to be funded from rents as pensioner housing is self-funding.

## **2. Discussion**

### **2.1 Rate Arrears**

Efforts continue on rate arrears. The table below outlines the situation as at 17 June 2013, and excludes multi ownership Maori land.

<b>Date</b>	<b>Amount \$'000</b>	<b>Number</b>	<b>Days since instalment due</b>	<b>SWDC component \$'000  (81%)</b>
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
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739

These levels are disappointingly high. Follow up letters have been sent.

An additional "annual" penalty is applied to all outstanding amounts as at 30 June – this is applied in the first couple of weeks of July.

Following the application of this penalty we will be writing to those who have an interest in any of the properties (e.g. mortgagors) demanding payment.

As has been requested by Council, a more aggressive approach will be taken on arrears.

## 2.2 LGOIMA Requests

<b>Request From</b>	<b>Request Detail</b>
Robyn Ramsden (transferral from GWRC)	Seeking detail of fluoride levels in drinking water.
George McCarron	Seeking the numbers of infrastructure contributions that have been levied upon issue of building consents since 26 August 2006. Required for court case. Lower Hutt address, not evident to us the nature of court case and as yet unclear as to how much work required to source data.
Vanessa Forest TV 3 Campbell Live	Inquiring about funding of churches – donations, grants and contributions to churches including donations for building and renovations.
David Farrar, KiwiBlog	Seeking a wide range of rating information. The same request has been sent to other Councils.
Jamie Morton NZ Herald	Average Rates charge and rates set.
Alex Fensome NZ Herald	IANZ correspondence and reports for past 2 years.
Stephanie Morrison	Mayor and Councillors remuneration.

## PLANNING & ENVIRONMENT

### 1. Planning

#### 1.1 Resource Consents

##### 1.1.1. Consent Statistics

Officers received 8 resource consent applications, 2 Right of Way applications and one request for a S226 certificate from 13 June 2013 to 17 July 2013 and also processed 11 applications in that period, all within statutory timeframes. Officers now provide detailed fortnightly updates on all consents direct to Councillors, Community Board and Maori Standing Committee members, so consent details are not listed here.

### 2. Building

#### 2.1 Building consents

Processing statistics for: 1 June 2013 – 30 June 2013

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	29	428	25	N/A
Consent processing performance (within 20wd's)	94.87%	93.07%	80.95%	90%
COA processing performance	N/A	N/A	N/A	N/A
CCC processing performance	100%	98.91%	95.65%	100%

COA                      Certificate of Acceptance

CCC                      Code Compliance Certificate

Consents granted by project

Type	No. of consents	Value
New Farm Buildings - Other	1	\$5,000
Hotels - Alterations & additions	1	\$0.00
Factories - alterations & additions	1	\$48,000
Fences	1	\$37,600
School Facility - Primary and Secondary	1	\$5,000
Museum/Art Gallery	1	\$862,500
Workshop - eg. electrical or vehicle rep	1	\$300,000
Covered Yards - farm building	4	\$54,000

Type	No. of consents	Value
Other farm building	1	\$20,000
Silo/Bulk Tank	1	\$6,750
Sewage and Drainage System (treatment pl	1	\$28,000
Car deck/Boatshed / Carport	1	\$5,000
Garage	4	\$102,800
Dwelling - unattached	5	\$1,237,000
Dwelling - alterations	5	\$240,000
Heater	1	\$4,000
Solid Fuel Heater	9	\$37,382
	<b>39</b>	<b>\$2,993,032</b>

## LIMs

LIM Applications Received: 1 June 2013 to 30 June 2013

Item	Period	Same period last year	YTD	YTD Last Year
Urgent (5 Working Day) Applications received	8	3	49	14
Standard (10 Working Day) Applications received	11	14	75	82
LIMs processed within specified deadline	19	17	124	96

## 2.2 Other matters

The position of Building Control Officer has now been filled. Tim Grindlay started at SWDC on 1 July 2013 and has settled in well, we're sure he will be a great member of the building team. Tim will be under supervision for the first month but will eventually process consents and complete inspections.

## 3. Environmental Health

### 3.1 Liquor Licencing

#### 3.1.1. Liquor Licencing Statistics

Two club licences were issued from 1 June 2013 to 30 June 2013.

Two on licences were issued from 1 June 2013 to 30 June 2013.

Two off licences were issued from 1 June 2013 to 30 June 2013.

Twenty managers certificates were issued from 1 June 2013 to 30 June 2013.



### **3.1.2. Sale and Supply of Liquor Act 2012**

The Ministry of Justice is currently consulting on the Alcohol new laws regulations. It covers proposed regulations related to the following areas:

- Licensing system
- Local alcohol policies (LAPs)
- Grocery store eligibility
- Licensee obligations
- Alcohol control areas (liquor bans)
- Evidence of age
- Infringement offences
- Manager qualification
- Remote sales
- Licensing and community trusts

Officers intend to submit on this document. Submissions close on the 26 July 2013.

### **3.1.3. The Wairarapa Liquor Working Group**

The Wairarapa Liquor Working Group met on the 3 July 2013. Good progress has been made with the District Licencing Committee work plan. The jobs for the list members of the DLC have been advertised and the recruitment process is in progress.

## **3.2 Food Bill update**

There have been further developments with the Food Bill. The Minister has referred the amended Bill to the Primary Production Select Committee on 2 July 2013 and the intention is to have the Bill enacted by the end of 2013.

## **3.3 Noise Control**

### **3.3.1. Noise Control Statistics**

Twenty Seven noise control complaints were recorded in South Wairarapa from 1 June 2013 to 30 June 2013:

Sixteen noise control complaints were attended in Featherston.

Four noise control complaints were attended in Greytown.

Seven noise control complaints were attended in Martinborough.

### **3.3.2. Problem/Repeat Addresses**

Council officers have met with Armourguard Regional Managers to discuss strategies for dealing with the after-hours noise control problem addresses.

### **3.4 Bylaws and animal control**

#### **3.4.1. Dog and stock control**

<b>INCIDENTS REPORTED</b>	<b>Martinborough</b>	<b>Featherston</b>	<b>Greytown</b>
Attack on Pets	0	2	0
Attack on Person	1	0	0
Barking and whining	1	3	1
Lost Dogs	0	2	1
Found Dogs	0	0	1
Rushing Aggressive	1	0	0
Wandering	0	3	0
Welfare Concerns	0	0	0
Stock	0	1	1
<b>Total Overall</b>	<b>3</b>	<b>11</b>	<b>4</b>

#### **3.4.2. Dog Registration**

The annual registration of dogs is currently in full swing and the bylaws officer has been fully occupied with this.

Penalties for non-registration of dogs apply after 1 August 2013. It is expected that there will be a large number of registrations being made before the penalty deadline.

Totals as at 17/7/2013:

No of dogs registered:	1,067
No of dogs unregistered:	1,761
No of owners with unregistered dogs:	904
Total no. of current owners:	1,574

#### **3.4.3. Dog Exercise areas**

Council officers are currently working on a project plan for the proposed Greytown Dog exercise area. The Greytown Lions Club has indicated an interest in this project and may be able to provide some assistance. Council officers are intending to meet with the Club to include them with the project plan. The use of volunteers may extend the duration of the project but is seen as a positive community outcome.

#### **3.4.4. Bylaws**

The South Wairarapa District Council Control of Dog Bylaw Review and Control of Dogs Policy Review were publicly notified on the 10<sup>th</sup> June 2013 and notice was also sent to each dog owner with the annual dog registration notices. Submissions closed on Friday 12 July 2013. Two submissions were received. Staff are currently preparing an officers report addressing the submissions. A public hearing will be held if required and the findings of the Hearings Committee will be reported to Council.

# INFRASTRUCTURE AND SERVICES GROUP REPORT

## 1. Shared Services

The three Wairarapa district councils recently met to review services and contracts to investigate opportunities for shared services and efficiencies. The contracts and services covered all services from road and three waters maintenance to campgrounds, power/streetlights and forestry.

The review looked at the services, how it was delivered by the three councils i.e. whether in-house, contracted or bundled with other contracts, expiry dates and the opportunity for shared services.

One of the goals of the review is that while shared services may not be entered into now where possible the alignment of dates, standardisation of contract documents and alignment of asset data can take place. This allows the councils to have all options available in the future and harness the efficiencies of joint procurement as well as shared services.

## 2. Callouts and Customer Service

Council has moved all customer service for daytime calls for solid waste direct to the contractor for the last month. Having reviewed the customer service reports from Earthcare and followed up directly, the service is working well. Not only are the customers getting faster and more accurate information it is also decreasing officers time involved.

Council has also moved to City Care Limited's afterhours call centre in Christchurch. After initial teething issues with hardware the system is working well. The flooding and road closures were a test for the centre and their staff but no callout centre issues resulted from this event.

## 3. Consents

### Wastewater (Martinborough, Featherston, Greytown)

*The feasibility study reporting anticipated is expected to be available by 22 July. Officers and advisors will be, after discussion with Councils consultants, in a position to confirm the treatment disposal solutions for each of the three sites for final refinement prior to taking too Council for subsequent discussion and approval.*

The Regional Council on this basis has been advised that Council is applying additional effort to identify the most appropriate solution and outcomes and needs additional time. They have agreed in principle to extend the reporting dead line to January 2014 subject to the submission of and approval of a programme of actions underpinning the further information responses required.

### 3.1 Wastewater Land Disposal

*No further expressions of interest have been received from land owners in the vicinity of the three sites. Preliminary discussions have been held with the parties and officers are preparing a memorandum of understanding*

*(MOU) that both Council and the parties will bind to, to enable further negotiations to proceed.*

Negotiations with an adjoining land owner at one site are continuing with little progress achieved at this stage.

### **3.2 Coastal**

*Covered in below Roading report.*

### **3.3 Gravel Pit Extraction**

Several river gravel extraction consents in the rural areas south and east expire in November 2013 and preparation of renewal processes including consultation and documentation is underway. Lodgement before the end of July is anticipated.

### **3.4 Wastewater and Water Reticulation**

The wastewater renewal portion of the contract is completed apart for minor reinstatement in William Benton Street. Sewer pipeline rehabilitation by chemical grouting was started in July. 180 metres of 300mm diameter concrete pipe in Brandon Street is being repaired by trenchless technology. Sealing of the house lateral connection at the main is being considered by Council officers as an additional process to the pipe rehabilitation.

Water main renewal has started in Wallace, Bethune and Hayward Streets. The contract construction programme is on target for the agreed completion date.

### **3.5 Water Supply**

No further word has been received in regard of the Capital Assistance Funding application for the Featherston Water Supply Upgrade Project.

## **4. Operations Utility Assets and Services**

### **4.1 Wastewater Treatment Plants**

Greytown, Martinborough and Featherston Wastewater treatment plants operated routinely over the period. Normal monitoring for flow and compliance reporting continued throughout the period without any non-compliance issues. Discharge flows have increased for the Martinborough and Featherston plants since June due to the amount of rain fall infiltrating into the corresponding reticulation networks.

Officers are currently collating flow and quality data for the annual reports to GWRC due at the end of July. The annual reports are a requirement of the resource consent for evaluating the performance against the consent conditions at the four waste treatment sites.

### **4.2 Wastewater Reticulation**

Two pipeline blockages were reported and rectified during the period.

### **4.3 Water Treatment Plants**

Martinborough and the Featherston/Greytown Water Treatment Plants operated routinely throughout the period. The 6 monthly cleaning of the UF plant water storage ponds was commenced in June.

Community water usage and rainfall records and trending is attached for Council's information in Appendix 1.

#### **4.4 Water Reticulation**

There were eight water reticulation repairs reported and rectified during the period.

The repairs to the identified leaks in the Greytown network from the recent leak detection survey have been started. Once the repairs are completed an evaluation on the reduction will be done by Council officers.

#### **4.5 Water Races**

City Care Ltd has been performing the routine monthly inspections and blockage clearing of the water race network to maintain satisfactory flows for both networks over the months of June and July.

#### **4.6 Waste Management**

Operations continued on a routine basis throughout the period.

Up-grade of the Martinborough Transfer Station gate entrance was completed in July. To coincide with the introduction of the e-waste collection a signage renewal is programmed for the three main sites.

Waste export and recycling tonnage data for the period is attached in Appendix 2.

#### **4.7 E-Waste Collection District Wide**

A short form contract has been signed between SWDC, CDC and Earthcare Ltd for e-waste collection. This contract is aligned with the current Waste Service Operation contract. The collection sites are to be set up at the Districts three main transfer sites. Signage and storage containers have been arranged by the Contractor with an expected operational start date of late July.

Phase three of the National TV TakeBack programme is set to start in the Lower North Island on 21 August 2013. The Minister has confirmed that she will launch the start of the programme on 19 August, in advance of services being available on the 21st. With the e-waste contract in place Council are ready to receive old TV's under this subsidized programme

## **5. Roading and Reserves**

### **5.1 Roading Maintenance – Oldfield Asphalts**

The recent wet weather has caused many potholes in unsealed roads and Council has received several complaints about the condition of the roads. Oldfields continued to grade the roads when possible but when conditions were too wet, grading stopped.

Oldfields completed the maintenance metalling of unsealed roads in June. For the 2012- 2013 year, 126 km of our 270km of unsealed roads were re metalled.

Other works in May/ June included urgent repairs to the boulder beaches at Te Kopi on the Cape Palliser Rd after the storm over the 27 – 28 June. During the same storm, the Cape Palliser Rd was damaged just past Mangatoetoe at Kupe’s Sail. The single lane road has been reduced to half of its former width and the road remains closed to vehicles other than quad bikes. Temporary repairs to the road are expected to be completed by mid-August. Permanent repairs will require engineering design and resource consent work on these has started.

More recent wet and stormy weather caused further urgent responses along the Cape Palliser Rd, and elsewhere Oldfields have cleared slips, removed fallen trees and unblocked drains.

Also in June Oldfields completed the financial year by re decking the Wards line bridge, cleaning water tables, and replacing faded signs.

## 5.2 Parks and Reserves

Routine maintenance of parks, playgrounds, sports fields and the collection of litter continues to be satisfactory.

The mowing of road berms by residents is inconsistent and City Care is still unable to determine the extent of work and commit to a firm monthly price and consequently the mowing is still done at day works rates.

Also of concern is the extent of graffiti in Featherston. The cost allowance for graffiti removal will be doubled for the 2013/ 2014 year.

City Care have also been carrying out limited street cleaning duties that were defaulted on by Transfield Services. The Transfield Services contracted was terminated at the end of June. Further street cleaning work is being negotiated with City Care.

## 6. Property and Facilities

### 6.1 Graffiti

**Table 1 – Graffiti strikes June 2013**

Town	No. of strikes	Location
Featherston	0	
Greytown	1	Collier Reserve
Martinborough	0	

**Table 2 – Graffiti strikes October 2012 – June 2013**

Town	Oct 2012	Nov 2012	Dec 2012	Jan 2013	Feb 2013	Mar 2013	Apr 2013	May 2013	Jun 2013	TOTAL
Featherston	13	0	17	102	9	23	87	101	0	<b>352</b>
Greytown	0	0	9	0	0	1	0	0	1	<b>11</b>
Martinborough	5	0	5	0	14	0	0	13	0	<b>37</b>
<b>TOTAL</b>	<b>18</b>	<b>0</b>	<b>31</b>	<b>102</b>	<b>23</b>	<b>24</b>	<b>87</b>	<b>114</b>	<b>1</b>	<b>399</b>

The amount of graffiti in June was the second lowest for the period since we started reporting in October. This can largely be attributed to the cold and wet weather during the month. We expect graffiti to increase in July due to school holidays.

## **6.2 Playgrounds**

Featherston – Community Board is considering options for new equipment. Repairs to some equipment and the fence are in progress.

## **6.3 Trees**

Greytown southern entrance – the first stage of the work (removal of trees on the west side of the road and planting of new trees) has now been done.

In Soldiers' Memorial Park/ campground, Greytown – root protection for three rohutu trees in the campground is to be installed 22 July. Further tree removals and a considerable amount of dead wooding will be required in the camping ground following the receipt of an arborist's report – consulting with Tree Advisory Group.

Six trees were reported damaged by wind in June – four in Featherston, one in Martinborough and one at Lake Ferry. The tree at Lake Ferry, a *Macrocarpa*, was so badly damaged that it had to be removed completely. The timber was left for firewood, with the work to cut up and distribute it being arranged by Colin Percy. A damaged tree was also removed from Card Reserve in Featherston, an unknown person cut it up for firewood and removed it.

## **6.4 Sports fields and facilities**

The roof repairs at the pavilion at Soldiers' Memorial Park have been completed.

## **6.5 Pensioner housing**

There is one vacancy at Martinborough which will be filled from the waiting list.

An assessment of the condition of all of the pensioner flats is to be carried out by a consultant.

## **6.6 Events**

Martinborough Olive Harvest Festival, 29-30 June – additional rubbish collection, toilet cleaning, advice and information to organisers.

## **6.7 Parks and Reserves**

### **6.7.1. Martinborough**

Landscaping work for the new Martinborough toilets is now almost complete – awaiting installation of the roses.

The fence at Considine Park is now under construction.

One tree in Martinborough Square required work by an arborist to remove a branch damaged in the storm.

### **6.7.2. Greytown**

The arborist assessment of trees in Soldiers' Memorial Park (camping ground and O'Connor's Bush) has now been carried out and is being reported back to Community Board, the Tree Advisory Group and the Friends of O'Connor's Bush.

### **6.7.3. Featherston**

Wind sculpture – some of the rods in the sculpture have been found to be delaminating at the base. We have consulted with the sculptor who believes some grit has got in between the rods and the sleeves. Five of the rods will be removed temporarily so reduce the risk of further damage, or injury from fibreglass splinters.

## **6.8 Properties**

### **6.8.1. Featherston**

The new drainage work for the Featherston Information Centre will start as soon as consent has been received. The Featherston stadium has had several issues with leaks from the roof, and repair work is being costed.

### **6.8.2. Martinborough**

Pain Farm Homestead – a valuation for rental has been carried out and the property is to be advertised shortly. An open day arranged by Martinborough Community Board has resulted in some new interest in the property. City Care is maintaining the grounds and checking on security in the meantime.

### **6.8.3. Greytown**

The Stella Bull park building remains vacant, and officers are to re-advertise its availability for lease.

The new public toilet building has been completed and is waiting for a delivery date. The resource consent, site plan and storm water drainage drawings are being developed.

## **6.9 Cemeteries**

### **6.9.1. Featherston**

Two interments in June.

### **6.9.2. Greytown**

An additional headstone beam (90 plots) has been completed. A smaller ashes beam is also being planned.

Two ashes interments in June.

### **6.9.3. Martinborough**

No interments in June.



## **7. Libraries**

### **7.1 Statistics all Libraries**

See Appendix 3 for issues and transactions statistics.

### **7.2 Kotui Library Management System**

Kotui is generally working well for staff, although it is a rather more resource-hungry system than NCS and this is resulting in server overload. Customers in the libraries have had some delays in processing of their transactions as a result of this. A new server is due in around a month's time and this will make a marked improvement. The branch librarians and their manager have recently been trained on Director's Station, which is Kotui's reporting tool. A protocol for making changes to Kotui configuration has been agreed between Kotui and the WLS libraries – this is to ensure that any changes are applied across the WLS so that customers have a consistent experience.

### **7.3 Winter Warmers**

The Winter Warmers reading programme commenced on 1 July and runs through until 9 August. This year the programme has a pirate theme. Pirate Pete's visit to each of the libraries on 15 July was well-attended, with 45 children turning out at Featherston, 50 at Greytown and 25 squeezing into Martinborough. Featherston has 220 children enrolled in the programme, including all of the pupils at St Theresa's and South Featherston schools, and two classrooms at Featherston School. Assistance from teachers makes the management of this large number of participants possible. Forty children are participating in the programme at Greytown and 80 at Martinborough. Martinborough library will hold a craft day (making pirate swords and hats) on Monday 22 July.

### **7.4 Library Strategy**

The WLS Library Strategy developed in 2009 is to be reviewed and updated this year. The intention is to involve all library staff in this process, through a mix of workshops and online discussion in a secure environment created using the Yammer tool.

## **8. Civil Defence and Emergency Management**

### **8.1 Emergency Services**

An Emergency Services focus group meeting was held on the Tuesday 9 July which Paul Walker, the Area Coordinator for Wellington Region Emergency Management attended.

The focus group provided feedback that they found Paul's presence very beneficial. Attendance of CRT Leaders at this Focus Group is not necessary at this stage. Paul Walker commented that he will be holding a meeting with them in the near future and will cover all relevant issues. CRT Leaders know they can contact Councillors/Paul if there are any matters for discussion.

Post the emergency road closures due to flooding and the incident response over the weekend of the 12<sup>th</sup>-14<sup>th</sup> July, a further meeting to debrief on the event will take place. General comment was that the event was dealt with well and no major issues resulted.

## **9. Appendices**

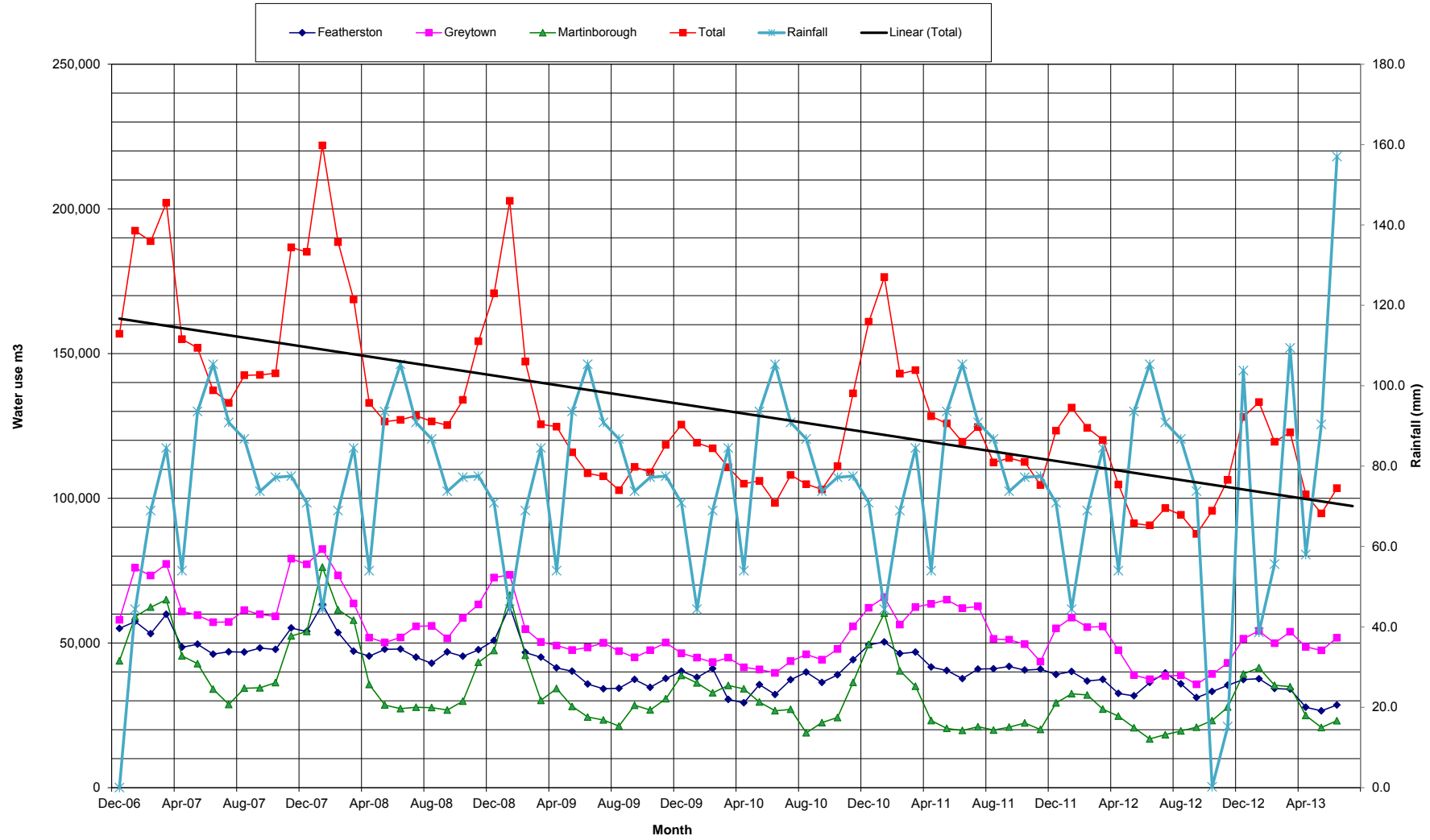
Appendix 1 – Monthly Water usage

Appendix 2 – Waste exported to Bonny Glen.

Appendix 3 – Library Statistics

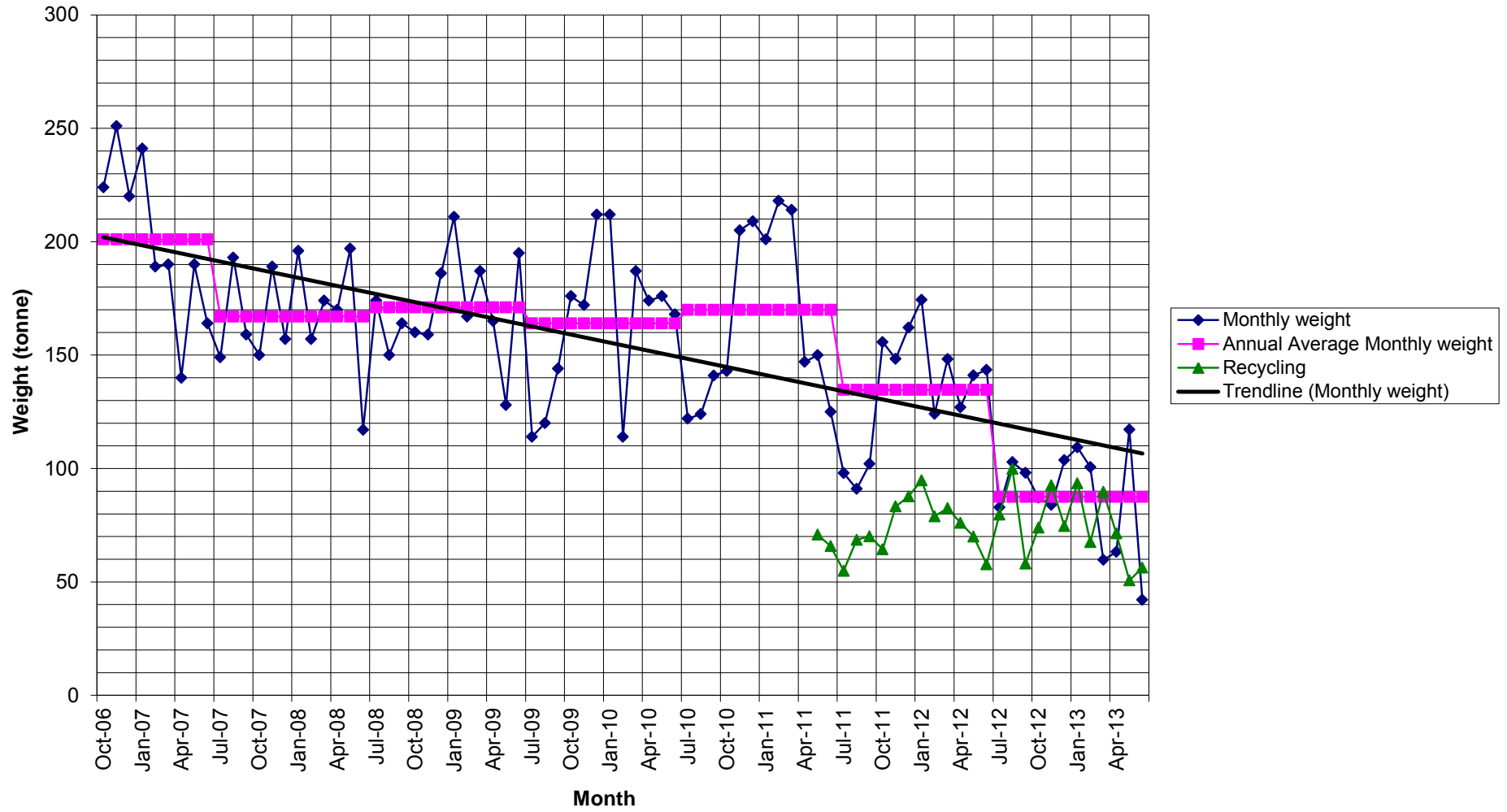
# **Appendix 1 – Water Usage**

Water use South Wairarapa District Council



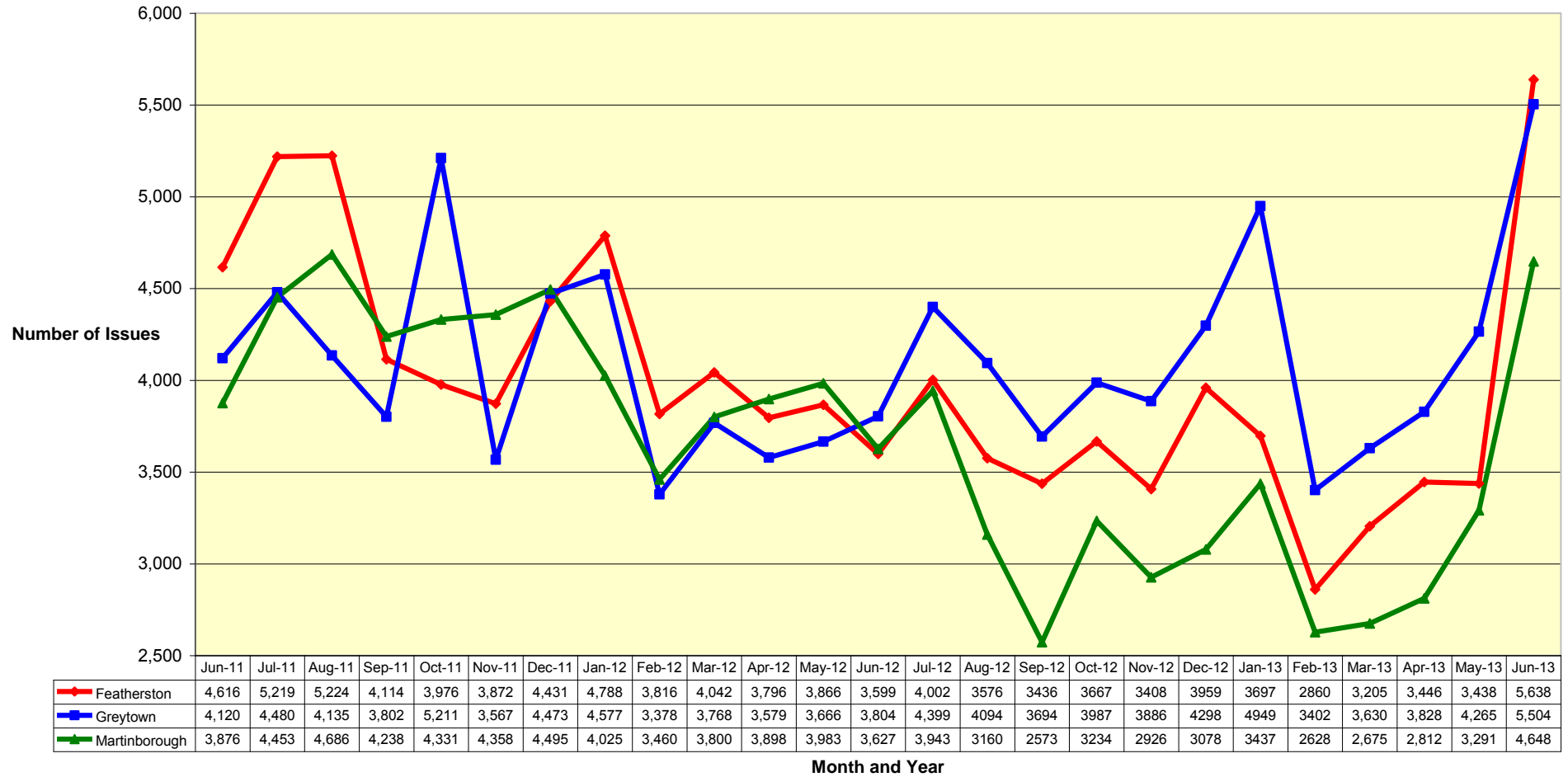
# **Appendix 2 – Waste Exported to Bonny Glen Including Recycling**

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



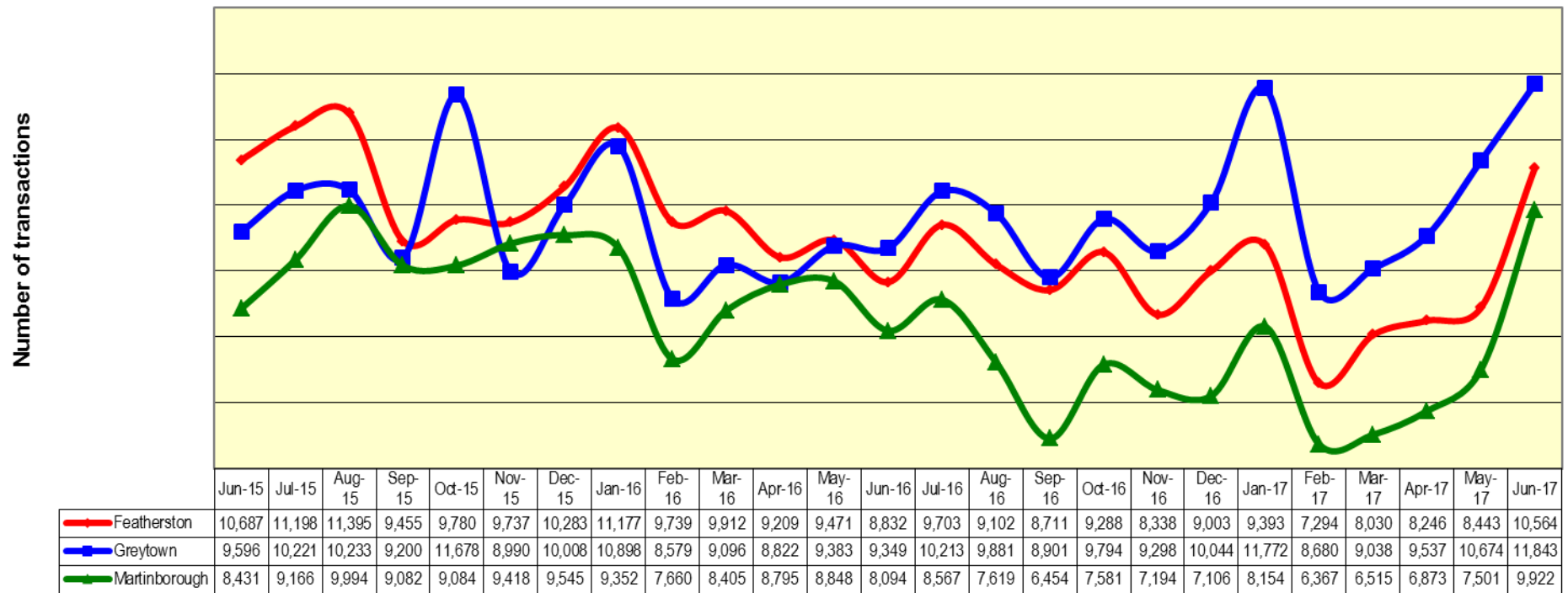
# **Appendix 3 – Statistics All Libraries**

## Issues – June 2011- June 2013

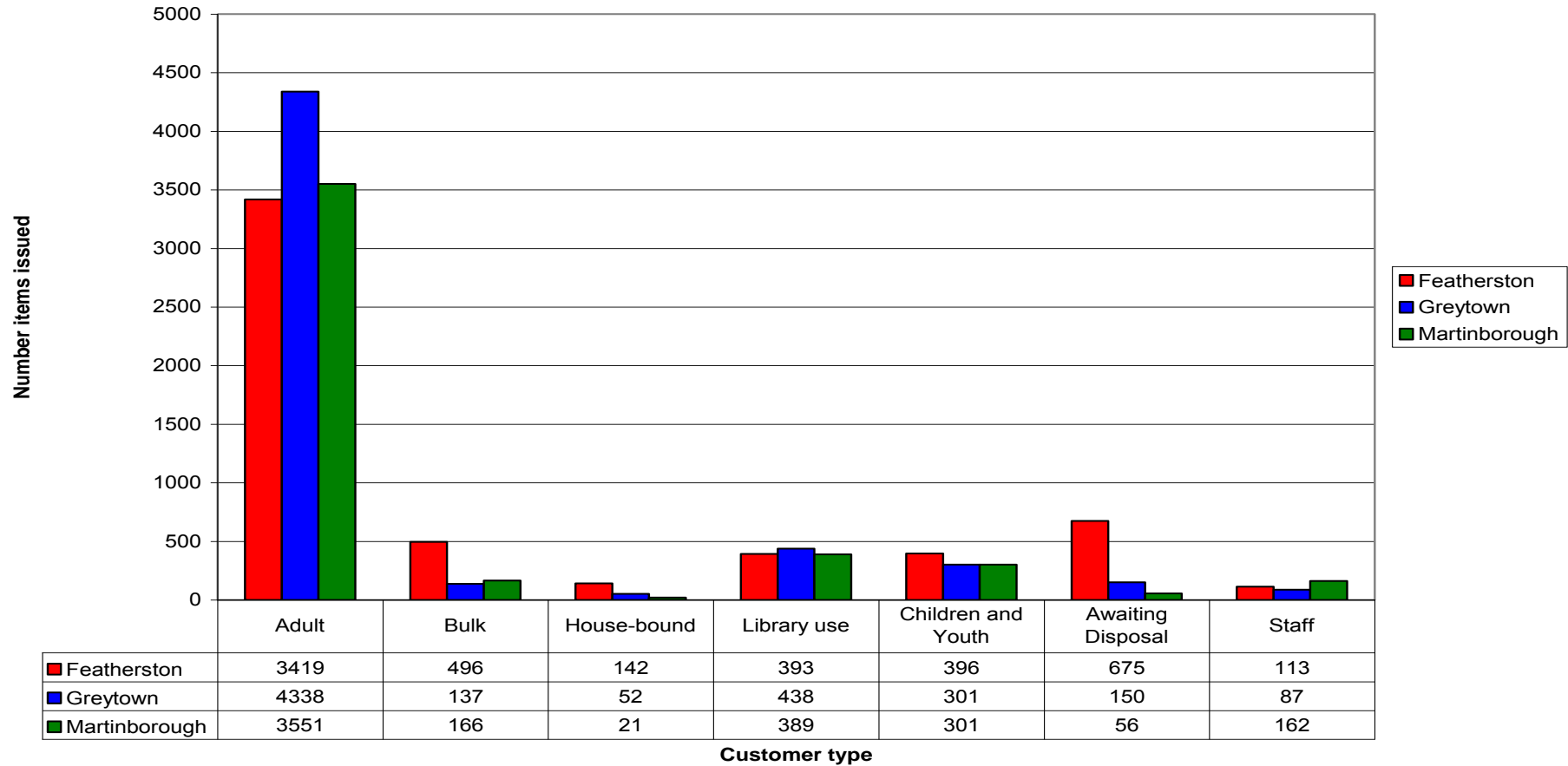




## All library transactions – June 2011 – June 2013



## June 2013 – all libraries – issues by borrower type



# GREYTOWN COMMUNITY BOARD

28 AUGUST 2013

## AGENDA ITEM 8.2

### GREYTOWN MEN'S SHED – REQUEST TO OCCUPY SHED BEHIND OLD BOROUGH CHAMBERS, MAIN STREET, GREYTOWN

#### **Purpose of Report**

To inform Community Board of the request by the Greytown Men's Shed Group to occupy the SWDC storage shed and land behind the old Borough Chambers, Main Street, Greytown and to seek the Board's support for funding proposals to Council.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receives the information.*
2. *Recommends to Council that the Greytown Men's Shed (once incorporated) be granted a licence to occupy the above premises at a peppercorn rental.*
3. *Instructs officers to remove the fibre cement pipes and bagged sodium bicarbonate currently stored in the shed for disposal or storage elsewhere.*

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

A voluntary group in Greytown is advancing planning for a Greytown Men's Shed under the guidance of Peter McNeur from REAP. The group has raised sufficient support to make a local Men's Shed viable. The storage shed on land owned by SWDC behind the old Borough Chambers has been identified as a suitable base. The Men's Shed would pay a peppercorn rental to SWDC. All improvements such as skylights, power, site cleanup and fencing would be paid for by the Men's Shed. There would be no costs to SWDC beyond rates and the cost of the removal SWDC-owned material currently stored there.

#### **2. Background**

Men's Sheds now exist in many towns in New Zealand and are created as ground-up local initiatives. The Henley Men's Shed in Masterton is a very

successful local example. They provide a social gathering point where (mostly) retired men carry out personal and community projects.

Public meetings and discussions with locals have established that there is sufficient support to make a Men's Shed viable in Greytown. Workbenches, materials, tools and furniture have already been donated or ear-marked for the group.

Men's Sheds provide a valuable social gathering point for men. Research shows that they reduce social isolation and improve well-being of their members. They provide services to local communities such as toy-making for fundraisers, tool sharpening and contribution to community projects. There are already plans to involve the Men's Shed with small tasks on the Stella Bull garden.

### **3. Discussion**

#### **3.1 Options**

The shed sited behind the old Borough Chambers on Main Street has been identified as a suitable location for the Men's Shed project. The land and shed are owned by Council, and are no longer required for storage by the Council's contractors. The bagged sodium bicarbonate will be moved to City Care's new Greytown depot, along with any of the water pipes which are to be retained. The remainder of the pipes are to be disposed of.

This site is preferred because it faces the sun and is located close to potential "clients" such as the local playschool and Cobblestones Museum. There is a bus stop close by for Featherston and Martinborough members. There is gate access onto West Street to provide off-Main Street parking for members.

There are other vacant buildings in Greytown such as the Manchester Unity Building and a garage in East Street which are potentially usable as a Men's Shed. Peter McNeur, who provided the impetus for the Henley Men's Shed, advises that the SWDC storage building is easily the best site out of those available. Security of tenure, building suitability and location were all considered.

#### **3.2 Legal Implications**

Greytown Men's Shed is not yet registered as an Incorporated Society and there is currently no legal entity to take up the license to occupy. Registration application is underway now.

#### **3.3 Financial Considerations**

There will be costs to clear out the existing building, but these would have been incurred anyway. The rates on the property (currently \$1923.60) would continue to be paid by SWDC. There would be no other direct costs to SWDC.

The quid pro quo for the application of a peppercorn rental is the expectation that the Men's Shed will contribute skills and labour to community projects.

Greytown Men's Shed will carry public liability insurance. A condition of the licence to occupy would be that all improvements to the property would revert to SWDC in the event of termination.

#### **4. Conclusion**

Giving Greytown Men's Shed use of these premises will be at no cost to rate-payers, and will improve the social wellbeing of both individual members and the community as a whole. There is zero financial future risk to SWDC, and many potential benefits from the Group's ability to contribute to community initiatives.

#### **5. Appendices**

Appendix 1 – Menz Shed New Zealand About Us – from website  
<http://www.menzshed.org.nz/about-us/what-shed/>

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

# **Appendix 1 – Menz Shed New Zealand About Us**



We are often asked what a Menz Shed is, and the answer can be long! But to put it in a rather large nutshell, a Menz Shed brings men together in one community space to share their skills, have a laugh, and work on practical tasks individually (personal projects) or as a group (for the Shed or community).

The sort of projects a Shed tackles is entirely up to the Shed concerned, however most Sheds around New Zealand take on some community projects, examples of which include building playgrounds for pre-school centres, repairing toy library stock, repairing old bikes for distribution to poorer communities, building planter boxes for the main street of the local central business district, and the list goes on.

The Menz Shed is a great place for blokes to learn new skills. We see retired builders teaching retired engineers some of their skills and visa-versa, we see retired accountants being shown a plethora of skills they never had the opportunity to learn in their working life. Many Sheds also have ladies sessions, where husbands and others teach women many skills which may have always mystified them.

Many couples find that after retirement, the shock of suddenly being with each other every waking (and sleeping) hour can cause friction, so the Menz Shed is a great place to escape the stresses of "underfoot syndrome", and the result is that women are among the most ardent supporters of Sheds.

Men are known to have smaller circles of friends than women, so the Shed offers opportunities to foster new friendships outside the social circles their partners establish. One Sheddie once stated, after 10 months of development of his local Shed with a membership of more than fifty; "Ten months ago none of us knew each other, but now it feels like we all went to kindergarten together!"

On a more serious note, Menz Sheds are an ideal place for health professionals to gain access to men who may otherwise not take as much care of themselves as they could, and many Sheds invite them to give informational talks and basic health checks at the Shed in the men's own environment where they feel the informality makes for a more relaxed atmosphere.

MENZSHED New Zealand is the body which represents and supports Sheds nationwide. We aim to:

- Bring Sheds together to enable them to establish relationships and collaborate where appropriate.
- Promote the concept to communities without Sheds, and support groups as they go through the establishment phase – and this includes linking new groups with nearby established Sheds.
- Establish relationships with sponsors nationally. This function is also carried out at a local level by the Sheds themselves.
- Encourage Sheds to act autonomously. We encourage Sheds to make their own decisions and rules – however we remain available to offer advice on this if asked.
- Operate at minimal cost to Sheds. The only cost incurred by Sheds is the \$25.00 annual membership fee.
- Organise national conferences, which are currently on a one-year cycle.
- Allow Sheds to drive the organisation rather than the organisation driving the Sheds.



**From:** Christine Stevenson [mailto:christine.stevenson@solwaycollege.school.nz]  
**Sent:** Thursday, 8 August 2013 10:59 a.m.  
**To:** Suzanne Clark - Committee Secretary  
**Subject:** Re: Call for agenda items for MCB, FCB & GCB meetings

Hi

Firstly I need to put in an apology as I will be away at a conference.

Secondly, Connor, our student rep will need to be sent the CB papers, and will need to be "processed". We have yet to agree on a meeting fee. I think BOT student reps in schools get around \$70.00 per meeting so I think that would be ok? I will ring him to make sure he can attend.

Agenda: Under my report back: Mini Forum - went very well 2nd one to be organised for Wednesday 4th September. I may have to leave doing a third until after the elections, but will follow-up on the rules regarding what can/can't be done around election time as I would quite like to get another one done in October.

Went to riding for the disabled - fascinating and really pleased I went as they were definitely expecting me!

Only other thing I've done this month is all the letters and emails.

Hopefully the toilets will be started by the meeting.

Thanks  
Christine

31<sup>st</sup> July 2013

Mr and Mrs Doherty  
6 Humphries Street  
Greytown 5712

Dear Mr and Mrs Doherty

On behalf of the Greytown Community Board, I would like to thank you very much for your donation of a Kowhai Tree to enhance the entrance to Greytown.

I think they will look stunning and on completion of all the planting and a new entrance sign, we will have an entrance way to Greytown that we can be very proud of.

Thank you again.

Yours sincerely

Christine Stevenson  
Chairperson  
Greytown Community Board

**From:** Christine Stevenson [mailto:christine.stevenson@solwaycollege.school.nz]  
**Sent:** Monday, 5 August 2013 9:03 p.m.  
**To:** Suzanne Clark - Committee Secretary  
**Subject:** Fwd: Greytown Sign

Copy of email sent to all the people who sent in an idea /concept: Trevor Hill, Georgia Mac, Ben Winder, John and Sue Nation

Thank you!  
Christine

----- Forwarded message -----

**From:** **Christine Stevenson** <[christine.stevenson@solwaycollege.school.nz](mailto:christine.stevenson@solwaycollege.school.nz)>  
**Date:** Mon, Aug 5, 2013 at 9:01 PM  
**Subject:** Greytown Sign  
**To:** Brooke-Amelia Lewington <[brooke.rocks.bal@gmail.com](mailto:brooke.rocks.bal@gmail.com)>

Dear Brooke-Amelia

On behalf of the Greytown Community Board, thank you for taking the time to suggest your ideas for our Greytown entrance sign.

We felt Roger Thompson's draft was the preferred concept and have forwarded it to Transit for approval.

Regards

Christine Stevenson

31<sup>st</sup> July 2013

Mr Bob Francis  
12 Rewa Place  
Masterton

Dear Bob

Shane Atkinson, who is on the Greytown Community Board with me, has told me he has briefly discussed with you, the Community Board's desire to be involved in choosing the Aratoi's Greytown Sculpture when that time arrives.

We are very impressed with one of our local sculptures, the Art teacher from Kuranui, Roger Thomson's concepts and would like to put these forward at some stage.

I would be grateful if you could file this letter for future reference.

Yours sincerely

Christine Stevenson  
Chairperson  
Greytown Community Board

Mrs Dinah Edridge  
c/- P.O.Box 185  
Carterton 5743

Dear Mrs Edridge and family

On behalf of the Greytown Community Board, I would like to express our deepest sympathy to you and your family at this sad time.

We have been so appreciative of his wisdom and advice given over the years and of what he has achieved for Greytown. He will be sadly missed.

Our thoughts are with you.

Kind regards

Christine Stevenson  
Chairperson  
Greytown Community Board



**Arbor House**

*Quality Elder Care*

1 August 2013

Suzanne Clark  
Committee Secretary  
Greytown Community Board  
SWDC  
PO Box 6  
Martinborough

Dear Suzanne

Re: Application for Financial Assistance

I refer to your letter of 30 July advising that our application to complete the furnishing of the resident's lounge in the new wing at Arbor House has been successful.

Please pass on our thanks to the Committee. It is much appreciated.

I enclose a GST invoice for your records as requested.

Once again many thanks.

Yours sincerely

Debra Hall  
Trust Board Secretary

Encl.