



## Greytown Community Board

Minutes – 25 June 2014

- Present:** Christine Stevenson (Chair), Cr Margaret Craig, Leigh Hay, Cr Viv Napier and Connor Taumoepeau (student representative).
- In Attendance:** Mayor Adrienne Staples, Paul Crimp (Chief Executive) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 25 June 2014 between 7:00pm and 8:35pm.
- Public Participation:** Nicola Adams and Carmel Ferguson (Greytown Arts Festival Committee).
- Also in Attendance:** Mike Gray (Greytown CDEM Community Response Team) and Katie Abbot (Tree Advisory Group).

### PUBLIC BUSINESS

Mrs Stevenson tabled information about the combined Community Board mid-July dinner, the Greytown after 5 function and the student survey results.

#### 1. APOLOGIES

*GCB RESOLVED (GCB 2014/34)* to receive apologies from Shane Atkinson and Ian Farley.

*(Moved Cr Napier/Seconded Hay)*

Carried

#### 2. CONFLICTS OF INTEREST

Mrs Hay declared a conflict of interest with the application for financial assistance from Cobblestones Museum.

#### 3. PUBLIC PARTICIPATION

- 3.1 Nicola Adams and Carmel Ferguson, Greytown Arts Festival Committee  
Nicola Adams with support from Carmel Ferguson briefed the Community Board on the Greytown Arts Festival being planned for the 16-19 January 2015.

#### 4. TREE ADVISORY GROUP/O'CONNOR'S BUSH

Mrs Abbot advised members that Friends of O'Connor's Bush were commemorating Arbor Day by planting in O'Connor's Bush, using plants from their nursery, with children from Greytown Kindergarten on 3 July 2014. Kuranui College students were assisting with site preparation.

A family memorial planting for Kay Gray was planned for 4 July 2014.

#### 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.*

Mrs Abbot reported that the Tree Advisory Group had asked Council to obtain an arborists assessment on the elm trees on Wood Street as the canopy appeared to be rotting and the trees may need to be removed.

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

Mike Gray informed the Community Board that the CDEM Community Response Team remained active and was pursuing business continuity plans with the community. Mr Gray advised that the Ministry of Civil Defence had their National Civil Defence Emergency Management Plan out for consultation so work on the local community response plan had halted until the national document had been finalised. The CDEM Team was reviewing emergency power options.

## **6. ACTIONS FROM PUBLIC PARTICIPATION AND PRESENTATIONS**

### **6.1 Greytown Arts Festival**

The Community Board agreed to support the Greytown Arts Festival 2015 event in principle.

### **6.2 Tree Advisory Group/Arbor Day**

Connor Taumoepeau informed members that Kuranui College were celebrating Arbor Day by planting along Bidwills Cutting Road on the 4 July 2014.

Mr Crimp agreed that Council could undertake some plantings and would arrange for the Amenities Manager to organise a suitable location and confirm details with members for the 3 July 2014.

Members discussed the process for property owners to protect a tree on their property via the District Plan.

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

### **7.1 Greytown Community Board Minutes – 14 May 2014**

*GCB RESOLVED (GCB 2014/35)* that the minutes of the Greytown Community Board meeting held on 14 May 2014 be received and confirmed as true and correct.

*(Moved Cr Napier/Seconded Hay)*

Carried

### **7.2 Matters Arising**

There were no matters arising.

### **7.3 Action Items From Previous Meeting**

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

### **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 RESOLVED:**

1. Action 378: Arrange for the memorial seat outside Country Trader in Greytown to be repaired; M Allingham
2. Action 379: Arrange for the seats outside the Greytown Town Centre to be cleaned; M Allingham

**7.4 Income and Expenditure Statement to 31 May 2014**

**GCB RESOLVED (GCB 2014/36):**

1. To receive the Income and Expenditure Statement to 31 May 2014.  
(*Moved Stevenson/Seconded Cr Craig*) Carried
2. Action 380: Request Citycare provide a planting plan for the Greytown barrels that covers ideas for winter and summer (liaise with Christine Stevenson); M Allingham
3. Action 381: Request the Citycare Greytown entrance kowhai planting plan be circulated to GCB so the second stage of planting can be reviewed by members; M Allingham

**8. OPERATIONAL REPORTS – COUNCIL OFFICERS**

**8.1 Officers' Report to Community Boards**

The Community Board reviewed the report and noted that the Food Bill was now the Food Act and that the status of the old library building in Greytown was still under consideration.

**GCB RESOLVED (GCB 2014/37)** to receive the Officers' Report to Community Boards.

(*Moved Cr Craig/Seconded Cr Napier*)

Carried

**9. COMMUNITY BOARD/COUNCILLORS REPORTS**

**9.1 Papawai Stream Trust**

Cr Napier advised that Trust AGM was scheduled for the 9 July 2014 and updated members on the status of the GWRC and Transpower planting grants.

**9.2 New Rubbish Bins for Greytown Main Street**

Mrs Hay undertook to provide additional information for the next meeting and suggested community fundraising could assist with the costs of providing stainless steel bins to the town centre.

**9.3 Library Report**

Members noted the report.

**9.4 Defibrillators in Greytown**

Members noted the report.

**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 382: Organise the purchase of 'defibrillator signs for Greytown; P Crimp

9.5 Painting of Greytown Information Centre

Mrs Hay requested that the Greytown Information Centre be painted in winter so disruption was kept to a minimum.

9.6 Request to Change the Financial Assistance form for GCB

Members considered the request and agreed to review examples of accountability forms already in existence and to review Martinborough Community Board's financial assistance form.

9.7 Greytown New Entrance Signs

Mrs Stevenson undertook to obtain specifications of the proposed new signs so the resource consent and NZTA application could be progressed. Mr Crimp agreed that Council would pay for the concrete plinth for the entranceway signs placed at the northern end of Greytown.

*GCB NOTED:*

1. Action 383: Organise a time to meet Leigh Hay to discuss the location of the proposed Greytown entranceway signs; P Crimp

9.8 Arbor Day

Item discussed as per 6.2.

9.9 Greytown After 5's (GA5s)

Mrs Stevenson tabled a flyer promoting the planned Greytown After 5's event on the 3 July 2014 and reported that 30 people had confirmed their attendance so far.

*GCB RESOLVED (GCB 2014/38)* to approve up to \$100 for refreshments for the GA5s evening.

*(Moved Cr Napier/Seconded Hay)*

Carried

9.10 Student Survey

Connor Taumoepeau tabled the results to the student survey saying that from 150 surveys distributed 60 had been completed. Connor clarified the term 'venues', saying it referred to a drop-in centre or place for youth to hang out. The Board agreed that the drop-in centre concept should be introduced via the grapevine and feedback sought from the community.

*GCB NOTED:*

1. Action 384: Write a few paragraphs outlining the student survey finding that Greytown youth wanted a venue to hang out and invite feedback from the community (provide article to Mrs Stevenson for inclusion under the GCB article); Connor Taumoepeau

**DISCLAIMER**

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

2. Action 385: Share the student survey results with Greytown Sport and Leisure and invite ideas; Connor Taumoepeau

9.11 160<sup>th</sup> Anniversary Signboard for Main Street  
Members noted the written update from Mr Atkinson.

9.12 Arbor House  
Cr Craig reported that Arbor House had employed a new manager.

## **10. CORRESPONDENCE**

### **10.1 Inwards**

To Greytown Community Board, from Greytown Early Years, dated 23 May 2014.

*GCB RESOLVED (GCB 2014/39) to receive the inwards correspondence.*

*(Moved Stevenson/Seconded Cr Napier)*

Carried

## **11. FINANCIAL ASSISTANCE**

### **11.1 Greytown Trails Trust**

Members agreed to defer a decision on financial assistance until 6 August 2014 due to member absence.

### **11.2 Cobblestones Museum**

*GCB RESOLVED (GCB 2014/40) to grant Cobblestones Museum \$680 for information boards and brochure holders.*

*(Moved Stevenson/Seconded Cr Craig)*

Carried

**Confirmed as a true and correct record**

.....Chairperson

.....Date

### **DISCLAIMER**

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

**Greytown Community Board**  
**Action Items**  
**From 25 June 2014**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
160	GCB	2-Apr-14	Resolution	Christine Stevenson	GCB RESOLVED (GCB 2014/14) to support the concept of a digital notice board with material jointly managed by Greytown Sport and Leisure and the Greytown Community Board and to approve a budget for purchase and installation up to \$800, with details to be agreed and approved by the Community Board via email. (Moved Atkinson/Seconded Cr Craig) Carried	Open	In commitments, GCB to advise progress
176	GCB	2-Apr-14	Action	Christine Stevenson	Liaise with the Tree Advisory Group regarding the proposed name of 'William Nation Arbor Reserve for the plant nursery	Open	
375	GCB	25-Jun-14	Resolution	Kyra	GCB RESOLVED (GCB 2014/38) to approve up to \$100 for refreshments for the GA5s evening. (Moved Cr Napier/Seconded Hay) Carried	Actioned	Invoices received and in commitments so closed.
377	GCB	25-Jun-14	Resolution	Kyra	GCB RESOLVED (GCB 2014/40) to grant Cobblestones Museum \$680 for information boards and brochure holders. (Moved Stevenson/Seconded Cr Craig) Carried	Actioned	In hand; noted in commitments; closed.
378	GCB	25-Jun-14	Action	Mark	Arrange for the memorial seat outside Country Trader in Greytown to be repaired	Actioned	14/7 Broken rail on seat was repaired in April 2014, however seat is looking a bit tired, have logged a works order for seat to be washed and repainted. CEM 2220461
379	GCB	25-Jun-14	Action	Mark	Arrange for the seats outside the Greytown Town Centre to be cleaned	Actioned	14/7 Works order 2220467
380	GCB	25-Jun-14	Action	Mark	Request Citycare provide a planting plan for the Greytown barrels that covers ideas for winter and summer (liaise with Christine Stevenson)	Actioned	14/7 Works order 2220471
381	GCB	25-Jun-14	Action	Mark	Request the Citycare Greytown entrance kowhai planting plan be circulated to GCB so the second stage of planting can be reviewed by members	Actioned	Agenda 6 August 14
382	GCB	25-Jun-14	Action	Paul	Organise the purchase of 'defibrillator signs for Greytown	Open	

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
383	GCB	25-Jun-14	Action	Paul	Organise a time to meet Leigh Hay to discuss the location of the proposed Greytown entranceway signs	Open	
384	GCB	25-Jun-14	Action	Connor Taumoepeau	Write a few paragraphs outlining the student survey finding that Greytown youth wanted a venue to hang out and invite feedback from the community (provide article to Mrs Stevenson for inclusion under the GCB article)	Open	
385	GCB	25-Jun-14	Action	Connor Taumoepeau	Share the student survey results with Greytown Sport and Leisure and invite ideas	Open	

<b>Greytown Community Board</b>	
<b>Income &amp; Expenditure to 30 June 2014</b>	
<u>INCOME</u>	
Balance 1 July 2013	14,505.36
Annual Plan 2013/14	20,959.00
Tree Donations - Arbor Day 201	417.39
<b>TOTAL INCOME</b>	<b>35,881.75</b>
<u>EXPENDITURE</u>	
Members' Salaries	9,139.30
<b>Total Personnel Costs</b>	<b>9,139.30</b>
AP Fairfax Media GCB new entrance	105.00
AP 16 guests 10/9/13 C/Brds	37.10
Arbor day and meeting expenses	134.35
AP Ms A McMaster Reimb Guest speaker gift	20.00
AP Printing	148.00
AP SOLGM Desk/Pocket Diaries 2014	31.80
AP Clareville Nurs 6 punnets & potting mix	31.03
expenses x wages exps x wages Sept/Oct	84.50
M Gray's Bkfst refund 10/5/13	-19.00
AP Power Services Take down/replace flags	144.00
AP NZ Local Govern Annual Com Brd levies	166.66
AP Catherine's Kit 17 x half high teas	221.74
AP Power Services GCB remove banners	72.00
Flowers	78.00
AP Wine Barrell weeding - Jan	120.00
AP GCB Facebook business cards reimb	59.48
AP Wine Barrell weeding - Feb	120.00
AP Greytown Barrels March	120.00
GTN free pool day	205.00
AP Flagz Limited Flags 900x1800 banners	898.00
AP Tree Top Flower Flowers for Leigh Hay	60.00
AP Gtn Barrels - water & weed	120.00
AP Water & Weed Gtn barrells	120.00
AP Gtn Barrels Water & Weed	120.00
<b>Total General Expenses</b>	<b>3,197.66</b>



<b><i>Greytown Community Board</i></b>	
<b><i>Income &amp; Expenditure to 30 June 2014</i></b>	
AP Wairarapa Mathe Community Board Grant 2013	200.00
AP Kokomai Creative Festival 2013	1,000.00
AP Arbor House Grant for new wing-art work	250.00
AP Greytown Plunke Grant for printing 2014 calendar	500.00
NZ Council of Victim Support Groups	500.00
Wairarapa & Southern Hawkes Bay Life Education Trust	500.00
Greytown Menz Shed	500.00
AP Citizens Advice GCB Grant CAB clinic	500.00
AP GCB Fete grant 2014	434.78
Maths Wairarapa	200.00
<b><i>Total Grants</i></b>	<b><i>4,584.78</i></b>
<b>TOTAL EXPENDITURE</b>	<b>16,921.74</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>18,960.01</b>
<u>LESS: COMMITMENTS</u>	
Salaries to 30 June 2014	0.00
City Care Maintain barrels in town centre	840.00
Funding towards Digital notice Board etc.	800.00
Temp Display panel Commemorating GTN 160th	500.00
Refreshments for the GA5s evening	100.00
Grant Cobblestone Museum - information boards and brochure holders	680.00
<b><i>Total Commitments</i></b>	<b><i>2,920.00</i></b>
<b>BALANCE TO CARRY FORWARD</b>	<b>16,040.01</b>

# GREYTOWN COMMUNITY BOARD

6 AUGUST 2014

---

## AGENDA ITEM 8.1

### OFFICERS' REPORT

---

#### **Purpose of Report**

To report to Community Boards and the Maori Standing Committee on general activities since the last meeting.

#### **Recommendations**

Officers' recommends that the Community Board/Committee:

1. *Receive the information.*

### CHIEF EXECUTIVE OFFICER

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

The Annual Plan was adopted on 25 June as planned, over 155 submissions were received, analysed, considered, debated and decided upon. This annual plan includes a number of exciting initiatives and it is now up to officers to deliver on the plan. Responses to submissions are currently being compiled and will be sent in the next couple of weeks.

Now that the annual plan is completed, it is time to commence with the LTP. Work has commenced internally and a draft timetable will be issued in due course. There have been a number of legislative changes since the last annual plan which local authorities around the country are grappling with.

This is always a very busy time of year and the annual report is underway. While the audit team are not due here until late September we require that full amount of time to compile the working papers and reports to support the disclosures.

## 2. Governance/Leadership/Advocacy

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

GOVERNANCE/LEADERSHIP/ADVOCACY KEY PERFORMANCE INDICATORS	TARGET 2013/14	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	73%	NRB Survey 3 yearly*
Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	75%	62%	NRB Survey 3 yearly
Ratepayers and residents are satisfied with Council's decisions and actions	50%	76% (very or fairly satisfied)	NRB Survey 3 yearly
Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	78%	64%(very or fairly satisfied)	NRB Survey 3 yearly
Community Board decision - making reports on local issues	90%		Community Board reports and minutes
% of ratepayers and residents who know how to contact a community board member	65%	65%	NRB Survey 3 yearly
Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	65%	49%	NRB Survey 3 yearly
The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications		Maori Standing Committee minutes

### 2.1 Local Government Commission/Governance Review

The Local Government Commission (the Commission) has decided that:

*"...it will not issue any proposal during the regulated period for the 2014 general election..."*

This statement is in relation to all reorganisation proposals including Wairarapa's Unitary Authority proposal.

This change had been quietly signalled over the previous month or so, however it was good to get confirmation that this was the actual course of action.

## 3. Strategic Planning and Policy Development

### 3.1 Meetings

#### 3.1.1. Civil Defence

Discussions are on-going with WREMO regarding the updated "concept of operations".

While there is a lot of focus on preparing for "declared events, the majority of incidents in the Wairarapa are localised impacting one or two local authorities.

This initiative will be useful in providing more resource to the local controllers in the event of an emergency.

### **3.1.2. Chief Executives Forum**

The Wairarapa Authorities are not impacted to any significant level by the goings on over the hill, the key items discussed were:

- Interrelationships with the state highway and local authority managed roading networks was discussed in relation to the "Petone to Grenada" upgrade planned. In particular traffic flows in and around Petone were raised.
- The regional ICT project was discussed – in reality only three of the Wellington basin LA's are involved – we are keeping a watching brief on this project.
- Spatial planning is also on the agenda, however previous attempts, and the current analysis, seems to indicate a regional spatial plan would be very difficult to achieve given each of the local authorities obligations within their own boundaries.
- Wellington Regional Economic Development Agency progress was also discussed, with all local authorities in the region agreeing in principal to go to the next phase, which is the detailed consultation.
- Airport extension was briefly discussed.

While the majority of the discussion is Wellington based, the level of discussion and willingness to discuss shared initiatives in an open manner is refreshing.

Note also that Capacity infrastructure have taken over management of all water and wastewater operations in the Wellington basin.

### **3.1.3. Rural and Provincial**

This is a useful forum and in particular this forum proved how common the issues facing R & P sector are.

Matters discussed included the FAR review and One Network Road Classification, derelict buildings, freedom camping, alcohol, reorganisation, 3 waters, and rural broadband.

The derelict buildings issue was timely and interesting. Rotorua DC had spent approximately \$70,000 over 7 years on one residential property – in the end the only avenue was for RDC to purchase the property. The Rural and Provincial forum have asked National Council to investigate and advance this issue to enable Local Authorities more power to resolve these types of structures.

## **3.2 Legislation**

We continue to work toward implementation of the various legislation changes that have been, or are about to be made.

Upcoming legislative changes, on top of those recently enacted will place a strain on resources. We continue to look at ways to best manage the continuing impacts of legislation.

The Local Government Amendment Bill before the Committee of the House will probably go through to the third reading, the timing of some initiatives may need to be reviewed.

Attached as Appendix 1 is commentary from the Department of Internal Affairs summarising the changes that are proposed in the Bill.

### **3.3 Wastewater Consents**

The three wastewater consents are tracking generally as planned, the timeframe for issuance is still planned to be late 2014 for all consents.

### **3.4 Wastewater Funding**

While the response from letters to various Ministers requesting consideration of the financial impact of the Freshwater Policy Statement was unsuccessful, Mayor Staples was able to raise the matter with the Prime Minister and this was acknowledged in a response from Hon Lotu-Iiga, Associate Minister of Local Government.

At least they know, and may be a little less critical about rates increases!

## **4. Monitoring and Reporting**

### **4.1 Annual Plan**

The 2014/15 Annual Plan was adopted on 25 June 2014 as planned.

The final average rates increase was 3.58%, mainly impacted by the urban area as the increase was largely driven by wastewater costs.

Over 155 submissions were received covering approximately 300 items.

### **4.2 Annual Report**

The 2013/14 Annual Report preparation is underway, it is not anticipated there will be material changes from that reported in the Management Accounts tabled.

Audit New Zealand are due to be on site 29 Sept to 10 Oct, the statutory sign off date is 31 October.

### **4.3 Long Term Plan**

Work has commenced internally on the LTP. A timetable will be issued shortly for consideration.

There have been a significant number of changes in legislation since the last LTP, these won't really impact the LTP process, but are mainly around more disclosures.

#### 4.4 Rates Arrears

DATE	AMOUNT \$'000	NUMBER	DAYS SINCE INSTALLMENT 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
15 February 2013	\$820	565	57	\$664
17 June 2013	\$913	740	27	\$739
4 March 2014	\$1,033	863	12	\$836
14 April 2014	\$954	675	53	\$773

Nine ratepayer accounts have been referred to our lawyers for an initial letter. If there is not response to these initial letters formal legal action will commence. The cost of this formal legal; action is recovered from the ratepayer.

A further 45 demands have been made to organisations who have an interest in properties that are in arrears. This is mainly banking institutions.

## 5. Corporate

### 5.1 Staffing

For the role vacated by JP Irwin, Bill Sloan has agreed to take this position over. There will be a change to the administration in the I & S department to support this move. Some aspects of Mr. Sloan's previous role will need to be contracted out (e.g. asset management plans) however it is believed this move will provide stability back into the I & S department.

Local Authorities around the country are finding it difficult to recruit in this area, with the Christchurch situation soaking up most staff.

### 5.2 Collective Employment Agreement

Negotiations have commenced on a new collective, it is hoped these will conclude in a month or so.

### 5.3 Occupational Health and Safety

There were a couple of incidents that occurred, one a scalding when a plate of hot soup was spilt taking it out of the microwave, the other a trip on a mat.

Remedial measures were taken to minimize the chance of these events reoccurring.

#### 5.4 Insurance

JLT (Jardines) presented their draft insurance proposal for Councils insurance needs as reported to the previous meeting.

These discussions have generally been concluded with the same level of cover being achieved at slightly lower cost than previous years.

#### 5.5 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
13 May	1746 State Highway – consents for original sub-division.	Details provided.
16 May	Issues relating to establishment of Alloa Gunclub, Moroa Road	Outlined the District Plan requirements and confirmed these were met. Where writer had non - council controlled concerns was advised to which body to refer those concerns.
28 May	Revenue and running costs for Martinborough Town Hall.	
3 June	Seeking information additional to that sought on 21 May relating to the Gun Club at Moroa Road	
4 June	Details of costs and staff input into royal visit.	None as visit to region in private capacity.
18 June	Further request for details of any costs associated with royal tour	No costs were incurred.
18 June	Copy of letter from Menz Shed to Council	Letter supplied.
19 June	Information water races and by laws. Copy of consents for Moroa and Longwood water races. Names of Ratepayers of Longwood and Moroa water races.	Names of ratepayer withheld. Other detail can be supplied but need to pay fee for costs incurred for research and copying.
18 June	Copies of each letter, leaflet, newspaper advertisement, information sheet and/ or discussion document relating to the Martinborough Town Hall.	
19 June	Costs associated with amalgamation review- broken down into categories such as surveys, consultants and advertising	
23 June	Information relating to subdivision works which are causing flooding on our property, 8 Yule Grove, Greytown.	Detail can be supplied but need to pay fee for costs incurred for research and copying.
3 July	Information relating to consents for properties owned by the T Base 2 Ltd	

## 6. Appendices

Appendix 1 – DIA commentary on Local Government Act 2002 Amendment Bill (No 3)

Contact Officer: Paul Crimp, Chief Executive Officer

**Appendix 1 – DIA  
Commentary on Local  
Government Act 2002  
Amendment Bill (No 3)**



The Department of Internal Affairs

**The Department of Internal Affairs**

Te Tari Taiwhenua

**Building a safe, prosperous and respected nation**

## Better Local Government

- [Overview](#)
- [Local Government Act 2002 Amendment Bill](#)
- [Implementing the 2012 Act](#)
- [Sector consultation](#)
- [Background](#)
- [Links to other Government programmes](#)
- [Resources \(fact sheets, technical background information, articles\)](#)

**Keep in touch** - If you would like to be kept in the loop about updates and changes to this website please email [blg@dia.govt.nz](mailto:blg@dia.govt.nz)

**Attention:** Nominations are now being sought for development contributions commissioners

### Overview

In March 2012 the Government announced an eight point reform programme for local government. This is part of the Government's broader programme for building a more productive, competitive economy and better public services.

The first phase of the programme culminated in [legislation](#) that was passed in December 2012.

The Government has made decisions on the contents of a further piece of legislation, covering most of the topics that have been looked at during phase two of Better Local Government.

The Local Government Act 2002 Amendment Bill (No 3) passed its second reading on Tuesday 27 May 2014.

The Bill amends the Local Government Act 2002 to:

- change what development contributions can be used for;
- allow for objections to development contributions charges;
- encourage more collaboration and shared services between local authorities;
- make consultation requirements more flexible;
- provide for a new significance and engagement policy;
- enable more efficient and focused consultation on long-term plans and annual plans;

- remove unnecessary duplication between annual plans and long-term plans;
- introduce new requirements for infrastructure strategies and asset management planning;
- enable elected members to use technology to participate in council meetings, rather than attending in person;
- require councils to disclose information about their rating bases in long-term plans, annual plans and annual reports; and
- require disclosure of risk management arrangements for physical assets in annual reports.

The Bill also includes provisions that enable the Local Government Commission to:

- establish local boards (similar to those in Auckland) as part of new unitary authorities, and in existing unitary authorities; and
- create council-controlled organisations and joint committees as part of a reorganisation scheme.

[General Q & A \(.doc\) 70KB](#)

The Government has also made decisions about the details of local government financial prudence regulations. The ability to make these regulations was provided for in the legislation that was passed in 2012. These decisions mean the regulations can now be prepared. They are expected to be published in the first half of 2014.

Work is also underway on aspects of the reform programme that do not involve legislative change. This includes exploring options for a local government performance improvement and monitoring framework, and work arising from the Productivity Commission's inquiry into local regulation. [See: 'Towards Better Local Government' - final report from the Productivity Commission (13 May 2013)]

For more detail and to keep up-to-date with progress email [blg@dia.govt.nz](mailto:blg@dia.govt.nz)

[Back to top](#)

## Local Government Act 2002 Amendment Bill (No 3)

- Development contributions
- Local boards outside Auckland
- Efficient delivery and governance of local authority services
- Consultation, decision making and long-term/annual plans
- Infrastructure delivery and asset management
- Amendments to Financial Reporting Regulations

The Local Government Act 2002 Amendment Bill (No 3) was introduced into Parliament on 4 November 2013. It was referred to the Local Government and Environment Select Committee and was reported back to the House. The reported back version of the Bill can be found here:

- [Local Government Act 2002 Amendment Bill \(No 3\) - as reported from the Local Government and Environment Committee \(Parliament website\)](#)

A summary of the key changes made to the Bill can be found here:

- [Summary of key changes - Word version \(.doc\) 65k](#)
- [Summary of key changes - PDF version \(.pdf\) 12k](#)

The Bill gives effect to Government decisions about a further set of reforms to the Local Government Act 2002, building on the amendments made in 2010 and 2012. The reforms are designed to encourage and enable local authorities to improve the efficiency and effectiveness of their operations and processes.

A summary of these decisions, and the issues to which they relate, can be found here

Many of the proposed changes are in response to reports by the [Local Government Efficiency Taskforce](#) and the [Infrastructure Expert Advisory Group](#), which were established earlier in the Better Local Government programme.

## Development contributions

**Cabinet paper (8 August 2013): [Better Local Government: Improving development contributions \(.pdf\) 2MB\\*](#)**

This Cabinet paper sets out decisions made on development contributions, which are given effect to in the Bill. See media release (15 August 2013): [Council development charges reined in to assist housing affordability \(Beehive website\)](#)

The changes to development contributions provisions, and the way in which they are implemented, are intended to make them fairer, better focused, more transparent, and more workable. This will be achieved by:

- a new purpose for development contributions, and principles to direct and guide their use;
- clarifying and narrowing the range of infrastructure that can be financed by development contributions;
- improving the transparency of development contributions policies;
- encouraging greater private provision of infrastructure through the use of development agreements;

- introducing a development contributions objection process, with decisions made by independent commissioners; and
- clarifying legislative provisions to make them more workable and easier to understand.

These legislative changes will be supported by guidance that draws on good practice from within the local government and property development sectors.

## Development Contributions Commissioner Appointments

The role and skills required of a development contributions commissioner will be of a similar nature to that of an independent commissioner under the Resource Management Act 1991.

The development contributions commissioners will be appointed by the Minister of Local Government and it is proposed that the positions will come in to effect from 1 July 2014.

Applications for commissioner roles are now being called for.

If you are interested in the position, fill in the [Appointment Disclosure Form](#) (PDF, 32k) and scan it and a copy of your CV and send to: [blg@dia.govt.nz](mailto:blg@dia.govt.nz) by **30 May 2014**. Please mark the email **Attn. Richard Hills**.

For more information see the [information sheet](#) (PDF, 70k) and the [questions and answers sheet](#) (PDF, 73k).

## Background

Early in 2013 the Department of Internal Affairs undertook a review of development contributions. This review was part of both the Better Local Government programme and the wider Government response to housing affordability issues.

As part of the review, the Minister of Local Government released a discussion paper about the current development contributions regime. Submissions on this paper closed on 15 March 2013.

- [Submissions received](#)
- [Development Contributions Review Discussion Paper \(.doc\)](#) 586k
- [Development Contributions Review Discussion Paper \(.pdf\)](#) 617k\*
- [Development Contributions Q & A \(.doc\)](#) 68k

## Local boards outside Auckland

**Cabinet paper (June 2013): Better Local Government: Local boards outside Auckland (.pdf)** 618k\*

This Cabinet paper sets out decisions relating to use of the local boards 'two-tier' governance model outside Auckland. Under this model, local boards share governance with a council's

governing body (i.e. the mayor and councillors), with each having complementary responsibilities.

The Government has decided to make local boards more widely available, with adaptations that make the model appropriate in different circumstances. The Bill includes provisions that enable the Local Government Commission to:

- consider the option of local boards during any proposed reorganisation, and establish them as part of new unitary authorities; and
- consider establishing local boards in existing unitary authorities, and deal with these proposals through a shorter reorganisation process.

The local boards model in the Bill has many of the same features as in Auckland, but with the flexibility to allow the Commission to tailor the details to suit each reorganisation.

[Local boards Q & A \(.doc\) 80KB](#)

## **Efficient delivery and governance of local authority services**

**Cabinet paper (July 2013): Better Local Government: Opportunities to improve efficiency (.pdf) 1.84Mb\***

Part B of this Cabinet paper sets out decisions to amend the legislation to encourage and facilitate shared services, joint delivery and other collaborative arrangements between local authorities.

These decisions complement new proposals relating to local boards, and the reforms to the reorganisation process that were made in 2012. The aim is to provide local authorities with a range of practicable options through which they can achieve efficiencies in the scale at which services and facilities are managed and delivered.

The amendments in the Bill:

- provide for greater encouragement to local authorities to collaborate and cooperate;
- enable the Local Government Commission to create council-controlled organisations and joint committees as part of a reorganisation scheme;
- provide for greater transparency, clarity and accountability in contracting for delivery of services by council-controlled organisations;
- broaden the scope of the triennial agreement between councils within each region;
- provide a clearer framework for joint committees;
- clarify provisions relating to the transfer of responsibilities from territorial authorities to regional councils; and
- clarify that the Local Government Commission can, through the reorganisation process, provide for a regional council to exercise powers and responsibilities conferred on territorial authorities by statute.

Efficiency Q & A (.doc) 70KB

## Consultation, decision making and long-term/annual plans

**Cabinet paper (July 2013): Better Local Government: Opportunities to improve efficiency (.pdf) 1.84Mb\***

Part A of this Cabinet paper sets out decisions to change the consultation, decision-making, and long-term/annual planning requirements in the Local Government Act 2002.

The Government has decided to provide councils with more flexibility about how they undertake consultation. The aim is to enable councils to design decision-making and engagement processes that are efficient, effective, and appropriate to a range of different circumstances and community interests.

To give effect to these decisions, the Bill:

- provides for new significance and engagement policies, to provide clarity about how and when communities can expect to be engaged in decisions about different matters;
- amends the special consultative procedure, so it accommodates new ways for communicating and consulting with the public; and
- repeals most requirements to use the special consultative procedure when consulting under the Local Government Act 2002. (Consultation would still be required, though, in accordance with the principles of consultation in the Act.)

The Bill also provides for a new, concise and focused consultation document for long-term and annual plans. Councils would use these to consult instead of issuing detailed draft plans containing a lot of technical material.

The long-term plan consultation document would identify the main issues and choices facing local authorities and their districts, and the consequences of those choices (including financial and level of service implications). It would provide a plain language explanation of the matters that are important to local communities, and help to inform discussions about those matters.

Consultation relating to the annual plan would focus on proposed differences from the long-term plan, including significant new spending proposals. The final annual plan would not need to duplicate information from the long-term plan for that year.

In addition, the Bill includes provisions that enable elected members to use technology to participate remotely in council meetings (e.g. through video conferencing). This would be subject to appropriate safeguards to preserve the integrity and transparency of democratic processes.

- Consultation and planning provisions Q&A (.doc) 80KB)

## Infrastructure delivery and asset management

Cabinet paper (August 2013): Better Local Government: Improving infrastructure delivery and asset management (.pdf) 2.1Mb\*

This Cabinet paper sets out decisions made on improving infrastructure delivery and asset management, which are given effect to in the Bill. See media release (28 August 2013): Local Government planning overhauled (Beehive website)]

The Cabinet paper explains decisions to introduce new requirements for infrastructure strategies and asset management planning. It builds on proposals in an earlier paper 'Opportunities to improve efficiency'. (Decisions in Part C of that paper were deferred so that further information could be prepared and considered.)

These decisions recognise that, while many councils are managing their assets well, changes are needed to ensure all councils are planning effectively for future infrastructure needs.

To address this, the Bill includes provisions that:

- reinforce the importance of asset management planning as part of a council's prudent stewardship of resources;
- require councils to prepare an infrastructure strategy for at least a 30 year period, and to incorporate this into their long-term plans from 2015; and
- require councils to disclose risk management arrangements, such as insurance, for physical assets in their annual reports.

The purpose of the infrastructure strategy is to identify significant infrastructure issues for the local authority over the 30 year period, the principal options for managing those issues, and the implications of those options. This would address the lack of public information about investment needed beyond the current 10 year long-term planning horizon.

The infrastructure strategy would cover, as a minimum, those of the five core infrastructure categories (relating to water, wastewater, stormwater, flood protection, and roading) that the local authority provides. Certain information derived from asset management planning would be included in the strategy.

The Department has prepared an example infrastructure strategy (.pdf) 531Kb for a fictional unitary authority. The example is designed to illustrate the intent of the provisions in the Bill relating to the content and level of detail to be included in infrastructure strategies. It is not expected that local authorities will follow the exact same approach to that contained in the example.

- Assets Q & A (.doc) 71k
- Background
- Local Government Efficiency Taskforce

- [Expert Advisory Group on local government infrastructure provision](#)

## Amendments to Financial Reporting Regulations

To complement the other infrastructure-related proposals, the Government decided to amend the Local Government (Financial Reporting) Regulations 2011 to require disclosure of balance sheet information for core assets.

These decisions are included in Part E of the Cabinet paper [Better Local Government: Opportunities to improve efficiency \(.pdf\) 1.84Mb\\*](#)

There is currently an information gap that prevents the construction of a national balance sheet for core local authority assets (water, wastewater, stormwater, flood protection, roading). To address this, the Financial Reporting Regulations have been amended to require councils to disclose certain standard balance sheet information for each of these assets in their annual reports.

View the Local Government (Financial Reporting) Amendment Regulations 2013 here:  
<http://www.legislation.govt.nz/regulation/public/2013/0468/latest/whole.html#DLM5728112>

Local authorities will include their first disclosures under the new regulations in their annual reports for the 2013/14 financial year. The Department has prepared an example extract from a fictional local authority's annual report to illustrate the additional information that will need to be disclosed: [Example disclosure \(.pdf\) 65KB\\*](#)

[Back to top](#)

## Implementing the 2012 Act

The first phase of the Better Local Government programme culminated in [legislation](#) that was passed in December 2012. This amended the Local Government Act 2002 to provide for:

- a new purpose of local government;
- financial prudence requirements;
- changes to council governance arrangements, including new mayoral powers, and a menu of assistance and intervention options for the Minister of Local Government; and
- changes to the process for reorganising local government.

Most of these changes came into effect as soon as the Act was passed. The new mayoral powers apply from the October 2013 elections.

The financial prudence requirements are to be set by regulation. The work to develop those regulations is underway, in consultation with Local Government New Zealand.



Local government reorganisations are dealt with by the Local Government Commission, in accordance with the new procedures in the Act. Further information on these procedures, including how to make an application, and the status of current applications, can be found on the Commission's website: [www.lgc.govt.nz](http://www.lgc.govt.nz)

## The new purpose statement

The purpose of local government, as defined in the Act, continues to be to “enable democratic local decision-making and action by, and on behalf of, communities”. This hasn't changed.

The second part of the purpose of local government is now: “to meet the current and future needs of communities for good-quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost-effective for households and businesses”.

The change focuses local authorities on doing the things only they can do, and do well. It encourages them to reduce red tape and compliance costs, minimise rates, lower debt, and provide high quality infrastructure in a cost-effective way.

The new Act reinforces that local government acts on behalf of its communities and works with them to decide what local services and infrastructure will be provided and at what cost.

The new purpose statement encourages local authorities to take a fresh look at what they are doing and why, and to seek guidance from their communities about what they want from their council now and into the future.

## Financial prudence regulations

- **Cabinet paper (November 2013): Local government financial prudence regulations** (.pdf) 1MB.

This Cabinet paper sets out the Government's decisions about the details of financial prudence regulations for local government. (See media release: [Financial benchmarks for local government 13/11/2013](#)) The decisions implement provisions in the 2012 Act, which enable benchmarks or parameters to be set by way of regulations made in consultation with Local Government New Zealand.

Under the regulations local authorities may be required to disclose specified financial benchmarks in their annual and long-term plans and to report performance against benchmarks in their annual reports.

The Auditor-General will report on the completeness and accuracy of local authorities' reporting against the benchmarks as part of her audit of long-term plans and annual reports.

The changes will encourage greater financial discipline in the local government sector, and will meet concerns about rising rates and council debt. They will foster a culture of continuous improvement across the sector, and showcase best practice and excellence in local authority financial management. The regulations will also provide information about councils' financial health.

The changes will also make it easier for ratepayers to assess their council's financial state, and will promote better financial decision making.

The Local Government (Financial Reporting and Prudence) Regulations 2014 have been approved by the Executive Council and are now gazetted. The Regulatory Impact Statement relating to the approved regulations can be viewed here:

- [Financial Prudence Regulations - Regulatory Impact Statement - released 20 March 2014](#)
- [Financial Prudence Regulations - Questions and Answers \(.pdf\) 72KB](#)
- [Financial Prudence Regulations - Questions and Answers \(.doc\) 23KB](#)

## **Governance arrangements**

There are three planks to the new governance provisions: a menu of assistance or intervention options for the Minister of Local Government, some changes to Mayoral powers, and a number of smaller changes to governance arrangements.

### **Menu of assistance or intervention options**

There is now a "menu" of ways the Minister can step in to help councils deal with crises - or avoid them altogether.

The menu of options only applies to local authorities - if there is an issue with a council-controlled organisation it will be up to the relevant council to manage that.

The menu provides for six powers: request information from a council, appoint a Crown Review Team, appoint a Crown Observer, appoint a Crown Manager, appoint a Commission, or call a general election.

The Minister has published, in the NZ Gazette, a list of matters to be considered when deciding whether assistance or intervention is required. Councils can also ask for help. These changes mean central government can give councils the right level of help at the right time to meet the nature and seriousness of problems, and before situations become critical.

### **Request information**

This is a new power under which a council would be asked to give the Minister information about a problem and the steps that are being taken to deal with it.

**Appoint a Crown Review Team**

This power is based on an existing power. It means the Minister can appoint a Review Team to investigate a significant problem in a council, make recommendations about how to address it and, if necessary, recommend further action to the Minister.

**Appoint a Crown Observer**

This is a new power and is based on voluntary initiatives that have been agreed between the Government and a council in the past. A Crown Observer would be appointed to monitor a council's progress on addressing a significant problem, help the council address the problem and, if necessary, recommend further action to the Minister.

**Appoint a Crown Manager**

This is a new power under which a Crown Manager would be appointed to direct a council to the extent needed to resolve a significant problem and, if necessary, recommend further action to the Minister.

**Appoint a Commission**

This is an existing power where a Commission can be appointed to perform and exercise a council's responsibilities, duties, and powers. Under this power the Minister can postpone the next local election.

**Call a general election**

This is an existing power, under which the Minister can dismiss a council and call a general election. This would happen if a council is unable or unwilling to perform its functions or duties.

**Mayoral powers**

Mayors will have a greater ability to lead their council, but this is tempered by powers of full councils. Council decisions and policies must be made by the majority of council members and councils can disestablish a committee established by a mayor, or remove any chairs the mayor has appointed.

And while the new governance arrangements will apply to Auckland, the Auckland Mayor already has enhanced powers similar to those being made available to other mayors.

The new powers are not available to regional council chairs as they are not directly elected by voters.

There is more detail about this in the [Mayoral Powers Fact Sheet](#).

## Other governance arrangements

Councils can now set policies on staff numbers and their pay; must review those at least once every three years; and must include information on the number of staff employed by salary bands in their annual report. These changes will make it easier for councillors to control council labour costs and informs ratepayers about these costs for their council.

## Reorganisation process

Under the new process, anyone can apply for a local government reorganisation providing they can show there is community support, identify the rationale for change, and explain how the proposed option promotes good local government.

The Local Government Commission's role and responsibilities have changed. An important part of the Commission's role is to decide which of the options best promotes good local government in a particular area. This will involve considering whether the available options achieve the purpose of local government and aid improved economic performance. The Commission's preferred option will then be turned into a draft proposal and issued for consultation with communities.

A petition signed by 10 per cent of affected electors in any affected district can demand a poll on a final reorganisation proposal. There will be 60 working days to prepare a petition. If a poll happens, the result will be determined across the whole area affected by the proposal.

The Act now provides clarity about the transition arrangements that will apply if a proposal goes ahead. For example, transition bodies will be set up to work with the Commission while it prepares reorganisation schemes. These bodies will include people from the affected councils, ensuring there is local input into the detailed schemes.

Further information about the new procedures, including how to make a reorganisation application, is provided on the Local Government Commission's website: [www.lgc.govt.nz](http://www.lgc.govt.nz)

[Back to top](#)

## Sector Consultation

Consultation is currently running with Local Government New Zealand on the financial prudence regulations.

[Back to top](#)

## Background

- [Cabinet papers and minutes](#)
- [Regulatory Impact statements](#)

# RESOURCE MANAGEMENT GROUP

## 1. Resource Management

### 1.1 Resource Management Act - District Plan

*SERVICE LEVEL – Council has a Combined District Plan that proves certainty of land-use/environmental outcomes at the local and district levels.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the District as a "better" place to live	65%	35%	Refer to NRB Survey in addition to the 35% who thought the district was a better place to live 49% indicated it was about the same and 8% could not decide.
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	65%	70%	Refer to NRB Survey

### 1.2 Resource Management Act - Consents

*SERVICE LEVEL – All resource consents will be processed efficiently.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	99%	NCS data
s.223* certificates issued within 10 working days	100%	100%	NCS data
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	85%	96%	NCS data

#### 1.2.1. Consent Processing

Council has processed 115 resource consents during the year to date (01/07/13 to 30/06/14). In the same period during the previous year (01/07/12 to 30/06/13) the Council processed 100 resource consents.

In the period since the last report (01/06/14 to 01/07/14) Council processed 11 resource consents. Officers provide detailed information as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

A resource consent application by T. Martin and V. Read to subdivide land off Weld Street, Martinborough (to create one new lot) was heard by an independent commissioner (Ms C. Foster) on 12 June 2014 (the use of an independent commissioner had been required by a submitter).

The hearing was attended by 5 submitters and the applicants.

Issues were covered in considerable detail but can be distilled down to the potential precedent effect of granting the subdivision and the effects the establishment of a further house may have on the "lifestyle" of neighbours.

The section 42A report prepared by officers supported the grant of consent subject to a wide range of conditions designed to protect the environment of adjoining property owners.

The hearing commenced at 10am and was adjourned at 7pm by the commissioner, with the applicant to subsequently provide a written right of reply to the commissioner by midday of the following Monday.

The commissioner's decision is due by Tuesday 8 July 2014.

### **1.2.2. One Stop Shop**

The project to set up a "one stop shop" process within Council for assisting targeted development proposals is progressing. The brochure which underlies the process has been completed and is now with the printer. Once printing is complete copies will be distributed to businesses who are engaged in building or developing new commercial and industrial structures and establishing enterprises to South Wairarapa. This phase of work has been successfully undertaken by Jen Olsen.

At this time the criteria for triggering the "one stop shop" process have been established and staff are currently working on necessary procedures to make the system work effectively and efficiently. It is expected that this will be completed in the next two weeks and the system will be operational by the end of July.

## **1.3 Reserves Act – Management Plans**

*SERVICE LEVEL – Council has a reserve management programme.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of Management and/or Plans adopted or revised	1	1	

## **1.4 Local Government Act – LIM's**

*SERVICE LEVEL – Land Information Memoranda: It is easy to purchase information on any property in the District.*

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	-	-	
My non-urgent LIM is processed within 10 days	100%	100%	

## **1.5 Building Act - Consents and Compliance**

*SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.*

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 2013/14</b>	<b>INTERIM END OF YEAR RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Code Compliance Certificate applications are processed within 20 working days	100%	99.01%	Processing times since the last meeting was 100%.
Building consent applications are processed within 20 working days	100%	99.72%	Processing times since the last meeting was 100%.
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	IANZ review 2016
Earthquake prone buildings reports received	100%	59%	The government is proposing to make changes where by the assessments will need to be completed by a certain time. No further information from the government has been provided.

Building consent numbers from 1 July 2013 to 30 June 2014 (Year to Date) total 407 consents. For the same period the year before (2012 – 13) the total was 416.

The following table provides a snapshot of the number and types of building consents granted for the period.

<b>TYPE</b>	<b>NUMBER</b>	<b>VALUE</b>
<b>Commercial</b> (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	7	\$276,000
<b>Industrial</b> (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	3	\$48,000
<b>Residential</b> (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	30	\$1,844,663
<b>Other</b> ( public facilities - schools, toilets, halls, swimming pools)	4	\$117,032
<b>Totals</b>	44	\$2,285,695

## 2. Public Protection

### 2.1 Dog Control Act – Registration and Compliance

*SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.*

<b>PUBLIC PROTECTION KEY PERFORMANCE INDICATORS</b>	<b>TARGET 2013/14</b>	<b>INTERIM END OF YEAR RESULT</b>	<b>COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET</b>
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	6 visits	No visits	Not met.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	

Annual dog registration is currently in progress. All dogs are required to be registered by the 30 June and the 50% penalty is applied from 1 August.

As at 2 July 2014 there are 1,023 dogs registered covering 648 owners. There are currently 1,823 unregistered dogs, covering 968 owners.

The following table provides a snapshot of dog control incidents for the period.

INCIDENTS REPORTED	NUMBER
Attack on Pets	2
Attack on Person	1
Barking and whining	5
Lost Dogs	4
Found Dogs	0
Rushing Aggressive	0
Wandering	7
<b>Total</b>	<b>19</b>

## 2.2 Public Places Bylaw 2012 - Stock Control

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	
Council responds to complaints regarding animals within 40 hours	100%	100%	

The following table provides a summary snapshot of stock control incidents between 23 May 2014 and 30 June 2014.

INCIDENTS REPORTED	NUMBER
Stock	4
<b>Total</b>	<b>4</b>

## 2.3 Resource Management Act – afterhours Noise Control

*SERVICE LEVEL – The Council will respond when I need some help with noise control.*



PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to	100%	100%	NCS data

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD	PREVIOUS YEAR	PERIOD (22/5/14 – 25/6/14)	PREVIOUS PERIOD
Total	170	183	11	23

## 2.4 Sale and Supply of Liquor Act - Licensing

*SERVICE LEVEL – The supply of liquor is controlled by promoting responsible drinking.*

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises that sell liquor that are checked prior to renewal to make sure they comply with the Sale of Liquor Act 1989	100%	100%	All applications for renewals have been checked for compliance with the Sale and Supply of Alcohol Act 2012.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD	PREVIOUS YTD	PERIOD (22/5/14 – 30/6/14)	PREVIOUS PERIOD (22/5/13 – 30/6/13)
On, Off and Club Licences	32	46*	0	7
Manager's Certificates	128	113*	8	22

\* Partial data only due to new computer system introduced mid 2012

## 2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 2013/14	INTERIM END OF YEAR RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises failing to comply with Food Hygiene regulations that are re-inspected within a 3 month period and enforcement is affected if offence continues	100%	100%	No enforcement has been required

## 2.7 Food Bill Update

The new Food Act (Bill now passed) aims to give food businesses the tools to manage food safety themselves, based on the level of risk associated with the kinds of food produced and in a way that suits their business. Businesses do not need to make any immediate changes.

Over the next 12 months, the Ministry of Primary Industries will be developing regulations, tools and guidance. There will be extensive consultation during this time to allow people the opportunity to have their say on the detail of the new food safety system.

The period of formal public consultation is likely to be at the end of the year or early 2015 and will be open for around three months.

## **2.8 Bylaws**

One litter complaint was received between 23 May and 1 July 2014. Four letters regarding over grown trees and hedges were issued.

Contact Officer: Murray Buchanan, Group Manager Planning and Environment

# INFRASTRUCTURE AND SERVICES GROUP REPORT

## 1. Group Manager Highlights

Standardisation and doing more for less is the focus for most areas in Infrastructure currently. Transport is being driven through such groups as the Road Efficiency Taskforce and can be seen in such initiatives as the Funding Assistance Rate review and the One Road Network Classification projects. 50max and the review of vehicle dimensions and permitting are designed to get more out of our current transport assets.

The Wairarapa Councils' recent Group Roads Contract and combined asset management plan is a move towards this national goal and will produce savings to the local ratepayers. Further work is required to look at other areas such as corridor access requests and combined works programs to build on the combined AMP platform.

Consistent measurements across territorial authorities is being done across waters and transport with uniform metrics required and in development.

Attending the Institute of Public Works Engineers Australasia conference highlighted the amount of change within the industry currently. A new stream of papers was presented on collaboration highlighting works across the country where councils were working together to deliver efficiencies.

## 2. Water Supply

*SERVICE LEVEL – Council provides reliable and safe drinking water supplies. Water provided is safe to drink and there is adequate water for urban fire fighting.*

### 2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%	Not available as yet	Council provides annual report to Greater Wellington for water supply consents. The compliance reports are available to Council Sept/Oct yearly.
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000**	95%	Not available as yet	Ministry of Health supplies Council with compliance reports 6 months after year end. Reports apply to previous year.
Ratepayers and residents satisfied with level of service for water	75%	60%	NRB Survey 2013
Urgent (dirty, cloudy, smelly, or bad tasting water or no water at all) requests for service responded to within 1 day	95%	100%	CEMs records and Drinking Water Complaints Register
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	100%	100%	Job logged in CEMs 2134574. There is a requirement under the NZ Fire Service Code of Practice to ensure testing of hydrants are completed within a 5 year period. Citycare will be undertaking this work. Total fire hydrants for the three towns are: Martinborough – 216 Greytown – 184 Featherston - 179

## 2.2 Consents

There were no consent issues or variances during the reporting period. Consent Compliance Reporting for the year ended 30 June 2014 and gathering the necessary information will be commenced shortly. The compliance reports are required for Council Annual Report.

### 2.2.1 Water Supply Capital Improvements Featherston

Test pumping of the bore-field (two bores with a third bore yet to be drilled and proven) commenced in mid-June and will conclude in two weeks. A new resource consent application for the proposed take will follow when final groundwater reporting becomes available.

## 2.3 Water Treatment Plants

The Greytown, Featherston, Martinborough and Pirinoa water treatment plants operated routinely throughout the period.

## 2.4 Water Reticulation

There were 18 water reticulation repairs reported and rectified during the period.

## 2.5 Water Races

The routine monthly inspections and blockage clearing of the water race network has been performed by Council contractors City Care Ltd to maintain satisfactory flows. There were three reported accounts for blockage clearing or no water flow for the Moroa and Longwood network over the period.

# 3. Waste Water

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

## 3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of blockages per 1000 connections	10	2.84	Total of 11 blockages were attended to, total for wastewater connections is 3,872 equates to 2.84 per 1000 connections (Greytown, Martinborough, Featherston and Lake Ferry)
Ratepayers and residents satisfaction with waste water services	70%	60%	NRB Survey 2013
% of resource consent conditions complied with to mainly complying or better**	90%	Not available as yet	Council provides annual report to Greater Wellington for water supply consents. The compliance reports are available to Council Sept/Oct yearly.
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	94.7%	CEMs records. 18 out of 19 requests were responded to with 6 hours. 1 job was logged after hours as ordered. Job not picked up until the following working day.

### **3.2 Consents**

Slippage with timelines has occurred due to the Section 92 request required for the Martinborough consent application and the delays associated with external advice sought by GWRC to validate our response to the request.

In addition, finalisation of the Featherston consent application has been delayed as a response to GWRC comments has taken additional time.

#### **3.2.1 Martinborough WWTP**

The final Martinborough consent application has been lodged with GWRC and is expected to be publically notified on 9 July 2014.

#### **3.2.2 Featherston WWTP**

The Featherston final draft application has been presented to GWRC and is undergoing finalisation with GWRC officers prior to formal lodgement. Final lodgement is expected to be no later than mid-July 2014.

#### **3.2.3 Greytown WWTP**

Resources are being applied to complete and lodge the final draft consent application as soon as that can be achieved and is expected now to be mid to late July 2014.

### **3.3 Wastewater General**

In pipeline investigation in targeted areas of the Featherston reticulation as programmed has been completed. Reporting has been received and will assist with the finalisation of a significant renewal programme which will be procured over 2014/2015.

In summary, some 800 meters of the largest trunk main has been identified as requiring renewal in the 2km section of pipeline (within the Priority 1, 2 and 3 areas) see attached schematic Fig 5 from " Featherston Groundwater Infiltration Investigation" December 2013, Reporting AWT NZ Ltd.

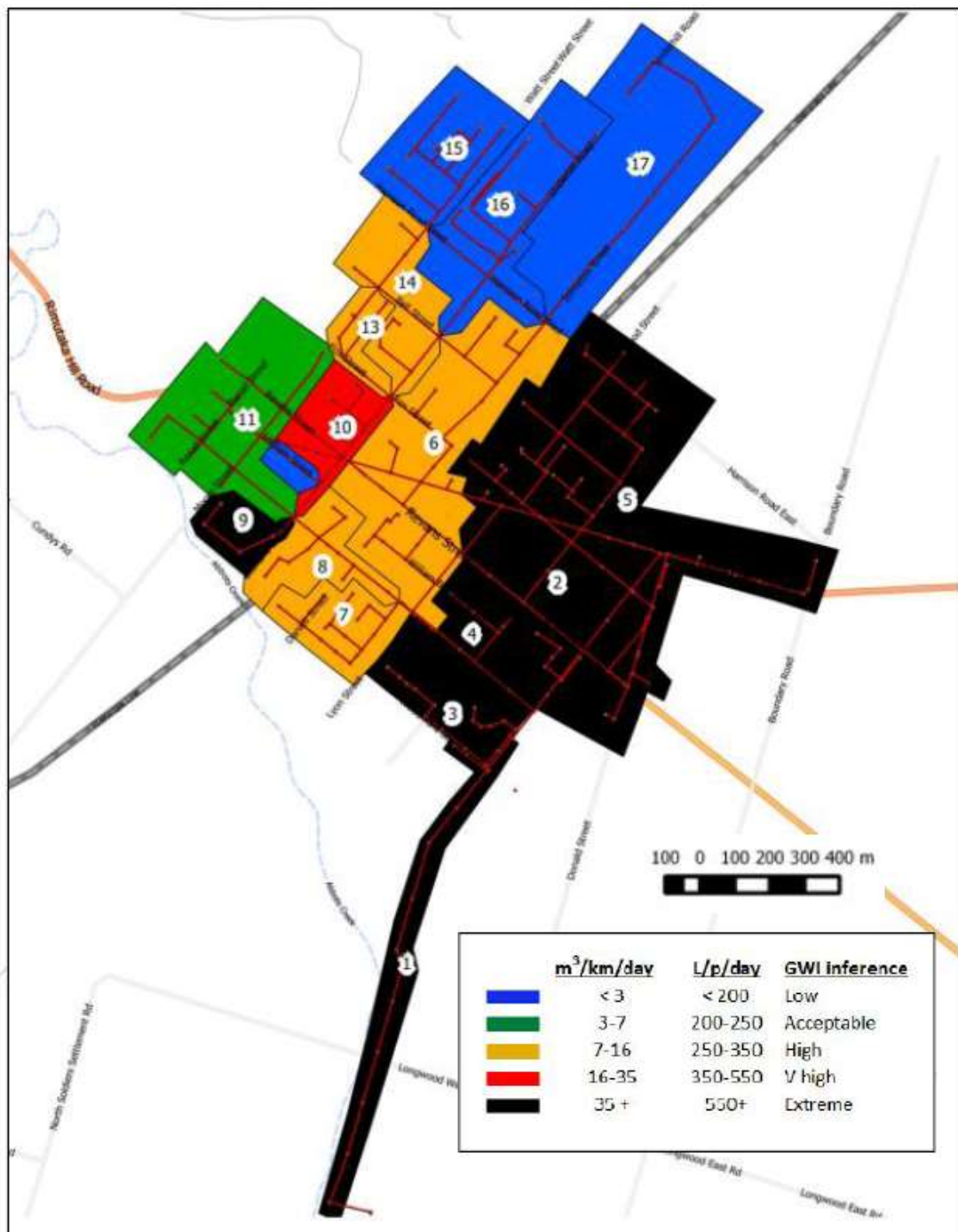


Figure 5: Classification of Study Areas Based on Night Flow Rate

Isolated repairs are recommended within various sections on the pipeline as well.

The black shaded areas are the areas under priority investigation to determine extent of defects contributing to ground water infiltration with the investigation to continue this year.

### 3.4 Wastewater Treatment Plants

The Greytown, Martinborough, Featherston and Lake Ferry wastewater treatment plants operated routinely over the period. Normal monitoring for flow and compliance reporting continued throughout the period.

### 3.5 Wastewater Reticulation

There were 2 pipeline blockages reported during the period.

## 4. Storm Water Drainage

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

### 4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of ratepayers and residents satisfied with stormwater drains	50%	54%	NRB Survey 2013
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	90%	100	CEMs records. 14 out of 14 requests were responded to with 5 hours.

Little complaints were received or loss of service reported within the storm water disposal systems during the period.

## 5. Solid Waste Management

*SERVICE LEVEL – Recycling stations are accessible and maintained. Refuse and recycling collection services are provided and waste minimisation actively promoted.*

### 5.1 Key Performance Indicators

95% of complaints received are dealt with the same day or within 24 hours

WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Number of communities with recycling centres	6	6	Recycling centres at Greytown, Featherston, Martinborough, Pirinoa, Tukurumuri and Hinakura.
Volume of waste disposed out of district	Decreasing by 2.5%	2.9%  3.6% - 2013	This information is supplied by Masterton District Council. The results are based on stats from 1 July 2013 to May 2014. At the time of reporting the final stats for June were not available.
% of ratepayers and residents satisfied with the level of service	90%	77% recycling  73% refuse	NRB survey results 2013  NRB survey results 2013

### 5.2 Waste Management

Collections have been operating as usual with the winter fortnightly coastal collection now in place.

A meeting with Tukurumuri residents is planned for later in the month to advise of Councils decision in respect of the recycling depot closure. At this

meeting and beyond Council will be looking to see what additional support there might be for the inclusion of a recyclable collection service in this location.

### 5.3 E-Waste Collection District Wide

Signage indicating fees payable for E Waste recycling have now been deployed at the Martinborough Transfer Station and the Featherston and Greytown Recycling depots.

## 6. Land Transport

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

### 6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%		
Ratepayers and residents fairly/very satisfied with the roads	82%	75%	NRB Survey 2013
(20km ± 10% variation) sealed roads are resealed each year subject to availability of NZTA subsidy	100%		
The pavement condition index as measured by the NZTA pavement integrity index	95%		
The number of crashes causing injuries is reduced	Group and control average		
Ratepayers and residents are satisfied with footpaths in the district	70%	66%	NRB Survey 2013
Availability of footpaths on at least one side of the road down the whole street	90%		

### 6.2 Consents

#### 6.2.1 Coastal

A retrospective consent is being sought for the ford reinstatement on Cape Palliser Rd. A gravel extraction consent for the works on Tukurumuri Rd is being sought. The road consent still being discussed with GWRC.

### 6.3 Roothing Maintenance – Oldfield Asphalts

The new contract with Fulton Hogan started on the 1st of July. There are two sections of work that have been extended with Higgins until completion, being the Whatarangi Cliffs and the Tora-Te Awaiti emergency protection works.

There has been substantial work in setting up RAMM and the move toward electronic reporting under this contract. Currently the development of forward works programs and aligning the annual works to the new council budgets is a priority and will be on-going for some time as works are identified and prioritised within RAMM.

The bridge works on the Ponatahi Bridge are complete making future repairs and maintenance far easier using standardised railings. The



Pahautea Bridge is limited to 5-tonne since the new deck has been installed and will remain as so until work on the bearing beams can be completed in dry weather.

The unsealed roads issues have abated with some fine weather enabling works to be carried out to improve the surface and cover any slippery or soft areas.

Works have also started on the end of Te Awaiti Rd to control drainage and repair damage occurred over the past storms.

### **6.3.1. Seal Extensions**

The use of "otta seals" is being investigated for Te Muna Rd and other suitable sites. This cheap alternative will enable more kilometres of road to be sealed per year within Council's budgets.

Officers will be working with Fulton Hogan and reviewing sites competed in Masterton to confirm the appropriate use on SWDC roads.

### **6.3.2. One Network Road Classifications**

Work is continuing on this with workshops planned for the development of the engineering standards in the near future. These standards will be applied across all roads in New Zealand and will be incorporated within the council's asset management plans.

### **6.3.3. Regional Land Transport Plan**

The development of the land transport plan for the region is nearing completion. While much of this will not affect the South Wairarapa or the Wairarapa in general some areas of discussion will require some action. These actions will involve the alignment of our Long Term Plan outputs and targets to be aligned with the Regional Land Transport Plan. The objective of "A safer system for all users of our regional road network" will require councils to report road casualty toll (killed and seriously injured), measured on an annual basis against a 5 year rolling average. Regional targets will be set as:

- **Challenge** – continuous annual reduction in killed and serious injury casualties, leading to 50% reduction between 2012 and 2025.
- **Stretch** – continuous but accelerated annual reduction in killed and serious injury casualties, leading to 66% reduction between 2012 and 2025.

The Metric will be the road crash casualties reported to and by NZ Police from crashes on the public highway and annually collected and collated road casualty statistics (MoT and NZTA). This will make the reporting easier with data readily accessible for all councils across the region and feed into the regional reporting.

Territorial Authorities are adopting the same outputs, measurements and targets so that the reporting of each TA aligns with the regional and national outputs. Measurements and targets will need to be incorporated into our Long Term Plan in its development.

Areas of measure such as safety for pedestrians and cyclists as well as crash statistics are obviously relevant to the Wairarapa. However actions such as a reduction of harmful emissions are less relevant, with one monitoring station in Masterton the only area monitored in Wairarapa.

One point of note is that of the seven strategic routes listed, the SH2 route over the Rimutakas is not among them. In fact there are none within the Wairarapa as a whole. The routes listed are:

- Otaki (SH1 – during public holidays)
- Waikanae to Paraparaumu (SH1)
- Paekakariki to Pukerua Bay (SH1)
- Ngauranga to Aotea Quay (SH1)
- Terrace Tunnel to Cobham Drive (SH1)
- Approach to Melling Interchange (SH2)
- Petone to Ngauranga (SH2).

#### **6.3.4. Footpaths**

The contract schedules have been amended, removing the 2014/15 budgeted renewals and new construction from the current work schedule. These works will be carried out later in the year, and only on renewals as per the Council decisions through the Annual Plan process. These will be confirmed with the individual Community Boards.

#### **6.3.5. Trees**

Woodnet inspected the majority of the identified trees of interest plus others that were deemed to be adding value or potential costs to the SWDC.

This has been incorporated into a Tree Location and Management Report which has identified approximately 95.2 Ha of trees in 113 different stands that were assessed and commented on. This is by no means an exhaustive list but goes a long way towards reflecting plantings of consequence (i.e. plantings likely to add value or cost to the SWDC if managed or not managed as the case may be).

This document is a working plan and should be viewed as a statement of the South Wairarapa District Council's operational forestry and policy intentions particularly relating to road edge tree protection/maintenance, re-establishment, silviculture, harvesting guidelines and marketing strategies.

Given the forest plantings' significant role in road asset protection and the work required to bring that asset to an 'optimum' condition, it should be noted that work is still required to develop an active 'road protection' management plan.

SWDC is looking at the combined savings in a shared service between MDC and SWDC in the management of its trees and harvesting plans. This is currently a work in progress.

## 7. Amenities

*SERVICE LEVEL – Parks and reserves enhance the quality of life in our communities. Our playgrounds are safe and enjoyed by the community. Clean safe public swimming pools can be accessed in the District. Provision of some low cost housing for the elderly (or in line with Council policy) in each town. Well maintained hall facilities that are available for the public to book. Public toilets are convenient, clean and safe. There is a wide range of library stock including up to date material.*

### 7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Users satisfied with parks and reserves	90%	95%	NRB Survey 2013
Ratepayers and residents are satisfied with Council playgrounds	75%	94%	NRB Survey 2013
Council playground equipment that meets national standards	95%		
Council pools comply with NZ swimming pool water testing standards	95%		
Ratepayers and residents satisfaction with Council swimming pools	70%	78%	NRB Survey 2013
Occupancy of pensioner housing	97%	98%	
Ratepayers and residents satisfied with town halls use	77%	84%	NRB Survey 2013
Ratepayers and residents satisfied with public toilet facilities	60%	95%	NRB Survey 2013
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library		
Ratepayers and residents satisfied with libraries	97%	87%	NRB Survey 2013

### 7.2 Playgrounds

A new slide is on order for Martinborough playground to replace the large slide. The wooden platform for the slide at Featherston was vandalised again in June, but has now been repaired.

### 7.3 Sports fields and facilities

Featherston's rugby field was used for a Heartland game on 31 May. City Care were able to ensure the ground was properly prepared.

### 7.4 Pensioner housing

All of the pensioner units have now had an exterior treatment for insects, which should stop the march of ants and spiders looking for warmer winter quarters. On 11 June, City Care did a rubbish run through the flats, which gave residents an opportunity to get rid of larger items that they were unable to dispose of themselves. This was last done 3 years ago. 1.5 tonnes of rubbish was removed, and we propose to do this annually from now on. Winter planting at the flats will be commencing shortly.

There are seven applicants on the waiting list for Martinborough, twelve for Featherston and six for Greytown. We are anticipating one vacancy at Featherston and two at Martinborough in the next month. The occupancy rate for all flats for 2013/14 was 98%.

#### **7.4.1. Matthews Flats, Featherston**

Two adjoining flats at Matthews suffered damage to wall linings and carpets from a leaking pipe. In the course of investigating and fixing the problem, we found that the pipe used for interior plumbing in the flats was a product which has now been found to become brittle and fail. While the immediate problem has been fixed, this pipework has the potential to cause ongoing problems. We propose to completely replace all interior plumbing pipework in each flat, but will only do this when flats become vacant.

### **7.5 Parks and Reserves**

#### **7.5.1. Featherston**

On 23 May a large gum tree at Barr Brown Reserve came down in high winds, blocking the road and taking out power lines. This undermined the roots of the two adjacent gums, leaving them unstable and at risk of coming down, so on 20 June they were removed by Treescape.

Two dead cherry trees in Featherston's Cherry Tree Park have been replaced.

#### **7.5.2. Greytown**

The same storm caused damage to trees in Soldiers' Memorial Park, with two large branches and one tree coming down.

The compaction and fill work for the car-parking area at the new dog park has been done, and the park was officially opened by the Mayor on 3 July.



### **7.6 Toilets**

#### **7.6.1. South coast**

The new toilet for the Ngawi surf break is expected to be delivered to City Care in July. We are working through the consenting process for the toilet at the moment, and hope to have it installed and operating by the end of August.

## **7.7 Properties**

### **7.7.1. Greytown**

A retail tenant has been found for the Old Library building, and they will move in during August. We will be holding a library book sale in the building before the new tenant takes over.

## **7.8 Cemeteries**

### **7.8.1. Featherston**

There was one burial and one ashes interment in May, and two burials in June. The third ashes wall has been completed. Vandalism continues to be a problem in the cemetery, with a number of headstones damaged. Planning is underway for the addition of security cameras to the cemetery.

### **7.8.2. Greytown**

There was one burial and one ashes interment in May. The first in-ground ashes beam has been completed.

### **7.8.3. Martinborough**

There was one burial in June. The repairs to the services ashes wall from the damage caused by the 21 January Eketahuna earthquake will require complete disassembly and rebuilding of the wall. A new sixth wall will be built next to it, and the ashes and plaques from the services wall will be transferred into it. The services wall can then be pulled down and rebuilt. Families connected with the services wall will be advised and consulted before the ashes and plaques are moved, and signage will be in place to advise those who cannot be contacted.

## **7.9 Swimming Pools**

### **7.9.1. Greytown Pool**

The engineer's report on options for shortening the pool to the regulation 25m has been received and distributed to the pool working group. Options range from simply building a new end wall at the 25m mark and infilling the rest to a sophisticated operable wall from Australia. A further meeting of the working group (which includes councillors and community board members) will be held to make a decision on the final option so that fund-raising can commence. Ideally, the pool shortening would be done in spring, to be followed by fibreglassing, so that all works are complete before the start of the 2014/15 season.

## **7.10 Libraries**

### **7.10.1. Winter Warmers**

The school holiday reading programme Winter Warmers is underway. This year the theme is the Commonwealth Games. Featherston Library has the whole of South Featherston and St Theresa's schools enrolled (191 children). Greytown Library has 40 enrolments, and Martinborough Library has 85.

### **7.10.2. School holiday activities**

Both Featherston and Martinborough are planning craft days, and will have storyteller and paper-folder Megan Hicks from the USA.

### **7.10.3. Facebook pages**

Both Martinborough and Featherston libraries now have Facebook pages which are proving popular. Martinborough's page has 70 "likes", Featherston's has 68, and some friendly inter-library competition is developing. Greytown has yet to join in the fun!

### **7.10.4. Staff**

The newly-appointed staff are settling in well and enjoying their roles. Both Carterton District Council and SWDC have given their approval for the resumption of quarterly staff meetings involving all library staff. This will mean that the libraries open later than usual four times a year while staff get together for learning and sharing activities. The first of these meetings will be held at the end of July, and will include the WLS Committee members as well as staff.

### **7.10.5. Statistics all Libraries**

See Appendix 3 for issues and transactions statistics.

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

*SERVICE LEVEL – People are prepared for a civil defence emergency.*

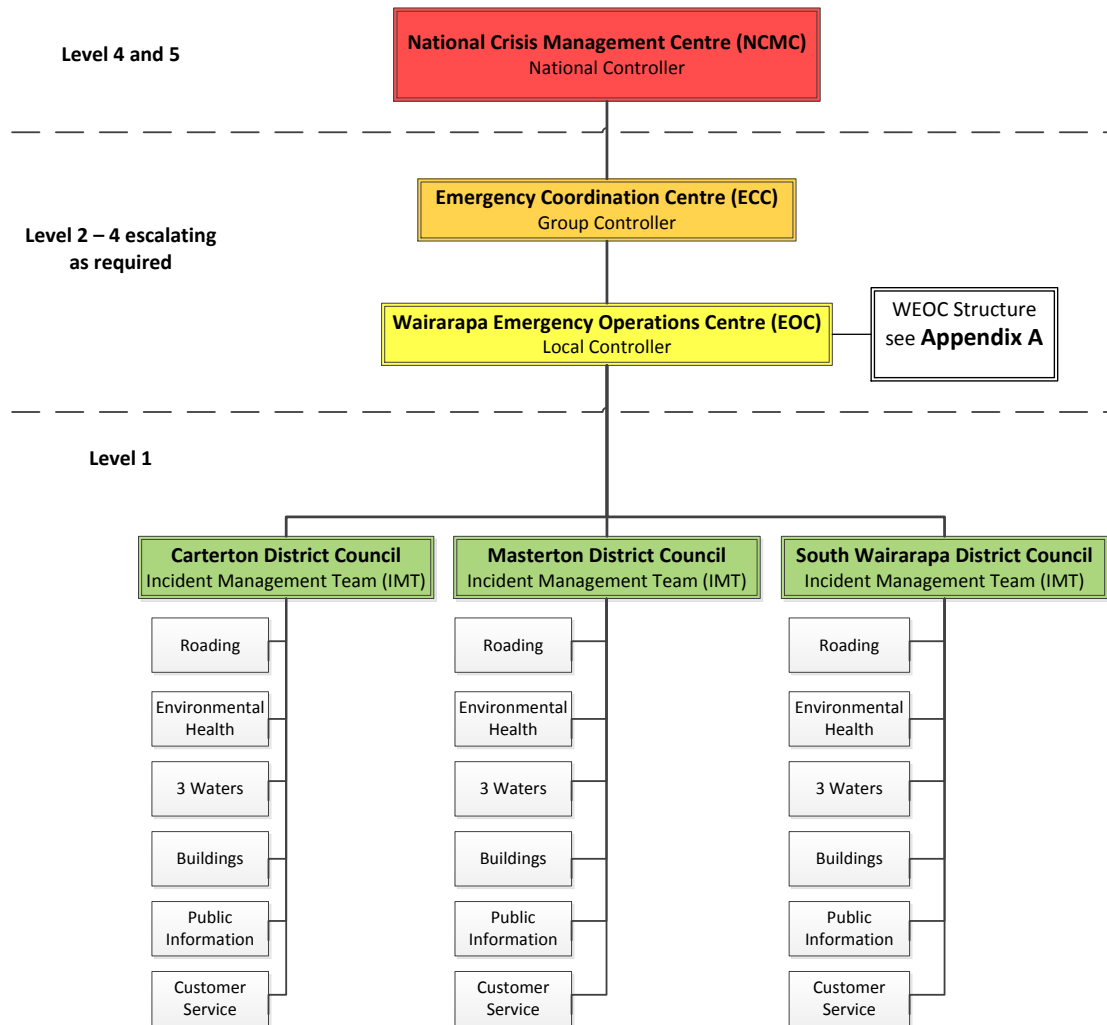
### **8.1 Key Performance Indicators**

CIVIL DEFENCE AND EMERGENCY MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2013/14	RESULTS	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents are prepared for an emergency	65%	74%	NRB Survey 2013
Regional Civil Defence Emergency Plan developed and implemented	Implemented		The Wellington Region Civil Defence Emergency Management Group Plan 2013-2018 has been implemented and available on the get prepared website

### **8.2 Concept of Operations**

A concept of operations has been developed in draft format and is currently being reviewed by the Wellington and Wairarapa councils. This document describes the relationship between the three Wairarapa Territorial Authorities, Wellington Region Emergency Management Office (WREMO) and the Wairarapa Emergency Operations Centre (WEOC) in response to an incident or an emergency. It provides definition on roles and responsibilities, delegated powers and financial arrangements during response.

The document will support the Service Level Agreement (SLA) currently being developed between the Territorial Authorities (TA's) in the Wellington region, and WREMO. In addition, the document will support any SLA between the three Wairarapa TA's.



	Description / Characteristics	Council Operations	Key Activities			Control (Locally)	Media
			Incident Management Team (IMT)	Wellington Region Emergency Management Office (WREMO)	Wairarapa Emergency Operations Centre (WEOC)		
<b>Level 1</b>	<ul style="list-style-type: none"> <li>Local incident</li> <li>One or more territory</li> <li>Council monitoring and managing its key infrastructure and responding to incidents as a single agency</li> <li>No declaration</li> </ul>	Council monitoring and managing: <ul style="list-style-type: none"> <li>3 waters</li> <li>Roads</li> <li>Buildings</li> <li>Customer Service</li> <li>Public Information</li> <li>Environmental Health</li> </ul>	<ul style="list-style-type: none"> <li>Managing the response through:               <ul style="list-style-type: none"> <li>Planning</li> <li>Operations</li> <li>Logistics</li> </ul> </li> <li>Reconnaissance</li> <li>Situation Reports to Council</li> <li>Finance</li> </ul>	<ul style="list-style-type: none"> <li>24 / 7 Duty Officer (021 834 739) for information flow.</li> <li>Area Advisor available for planning and operational support advice.</li> </ul>	<ul style="list-style-type: none"> <li>Not active</li> </ul>	IMT	Managed by Council
<b>Level 2</b>	<ul style="list-style-type: none"> <li>Local incident</li> <li>One or more territory</li> <li>Coordination of response activities across <b>multiple agencies</b> i.e. Contractors, Emergency Services, DHBs</li> <li>No declaration</li> </ul>		<ul style="list-style-type: none"> <li>IMT may request WEOC support as necessary</li> <li>Managing the response through:               <ul style="list-style-type: none"> <li>Planning</li> <li>Operations</li> <li>Logistics</li> </ul> </li> <li>Reconnaissance</li> <li>Situation Reports to Council</li> <li>Finance</li> </ul>	<ul style="list-style-type: none"> <li>24 / 7 Duty Officer (021 834 739) for information flow.</li> <li>Area Advisor available for planning and operational support advice.</li> <li>Area Advisor advises Local Controller</li> <li>WREMO Staff may support as requested.</li> </ul>	<ul style="list-style-type: none"> <li>Local Controller initiates WEOC activation to support Council / s if required; OR</li> <li>Local Controller initiates WEOC activation to manage the response</li> <li>Coordinate welfare activities</li> </ul>	IMT; OR Local Controller if agreed by CEO/s	Managed by Council OR coordinated by PIM if WEOC activated
<b>Level 3</b>	<ul style="list-style-type: none"> <li>Emergency (CDEM Act 2002)</li> <li><b>Multiple incidents</b></li> <li>One territory</li> <li>Requires coordination across multiple agencies</li> <li>CDEM powers (Declaration) may be required</li> </ul>		<ul style="list-style-type: none"> <li>Managing the Council response through:               <ul style="list-style-type: none"> <li>Planning</li> <li>Operations</li> <li>Logistics</li> </ul> </li> <li>Reconnaissance</li> <li>Situation Reports to WEOC and Council</li> <li>Finance</li> </ul>	<ul style="list-style-type: none"> <li>24 / 7 Duty Officer (021 834 739) for information flow.</li> <li>Area Advisor supports Local Controller.</li> <li>WREMO Staff may support as requested.</li> </ul>	<ul style="list-style-type: none"> <li>Local Controller manages the response across <b>multiple agencies</b></li> <li>Coordinates with Group Controller, CEO and Mayors to consider Declaration.</li> <li>Coordinate welfare activities</li> </ul>	Local Controller	Coordinated by ECC PIM and delivered by Council
<b>Level 4</b>	<ul style="list-style-type: none"> <li>Emergency (CDEM Act 2002)</li> <li>Multiple incidents</li> <li><b>More than one territory</b></li> <li>Requires coordination across multiple agencies</li> <li>CDEM powers (Declaration) may be required</li> </ul>		<ul style="list-style-type: none"> <li>Managing the Council response through:               <ul style="list-style-type: none"> <li>Planning</li> <li>Operations</li> <li>Logistics</li> </ul> </li> <li>Reconnaissance</li> <li>Situation Reports to WEOC and Council</li> <li>Finance</li> </ul>	<ul style="list-style-type: none"> <li>24 / 7 Duty Officer (021 834 739) for information flow.</li> <li>Area Advisor supports Local Controller.</li> </ul>	<ul style="list-style-type: none"> <li>WEOC requests ECC support</li> <li>Local Controller manages the response across <b>multiple agencies and territories</b></li> <li>Local Controller coordinates with Group Controller, CEO's and Mayors to consider Declaration.</li> <li>Coordinate welfare activities</li> </ul>	Local Controller	Coordinated by ECC PIM and delivered by Council

## **9. Appendices**

Appendix 1 - Monthly Water usage

Appendix 2 – Waste Exported to Bonny Glen

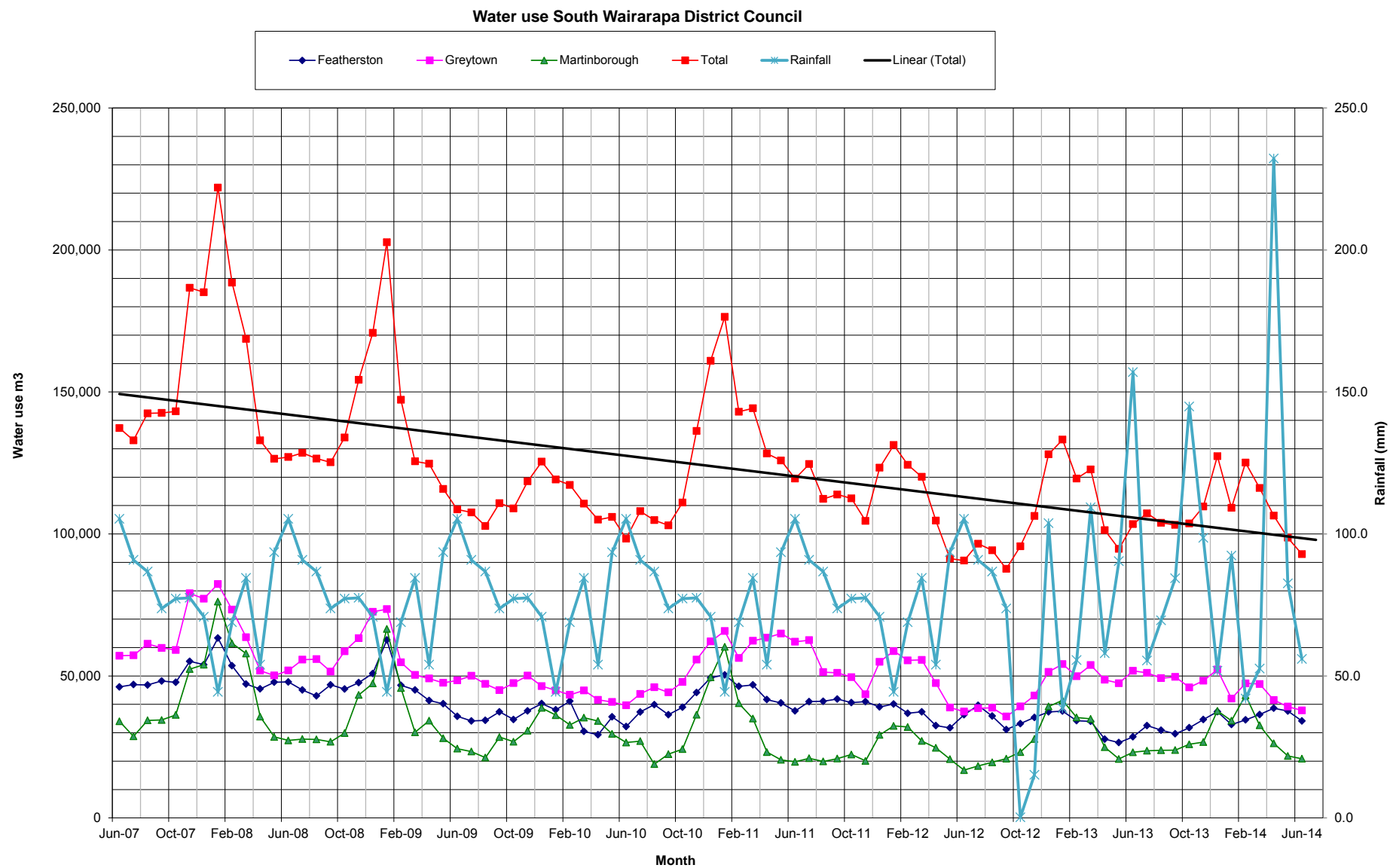
Appendix 3 – Library Statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

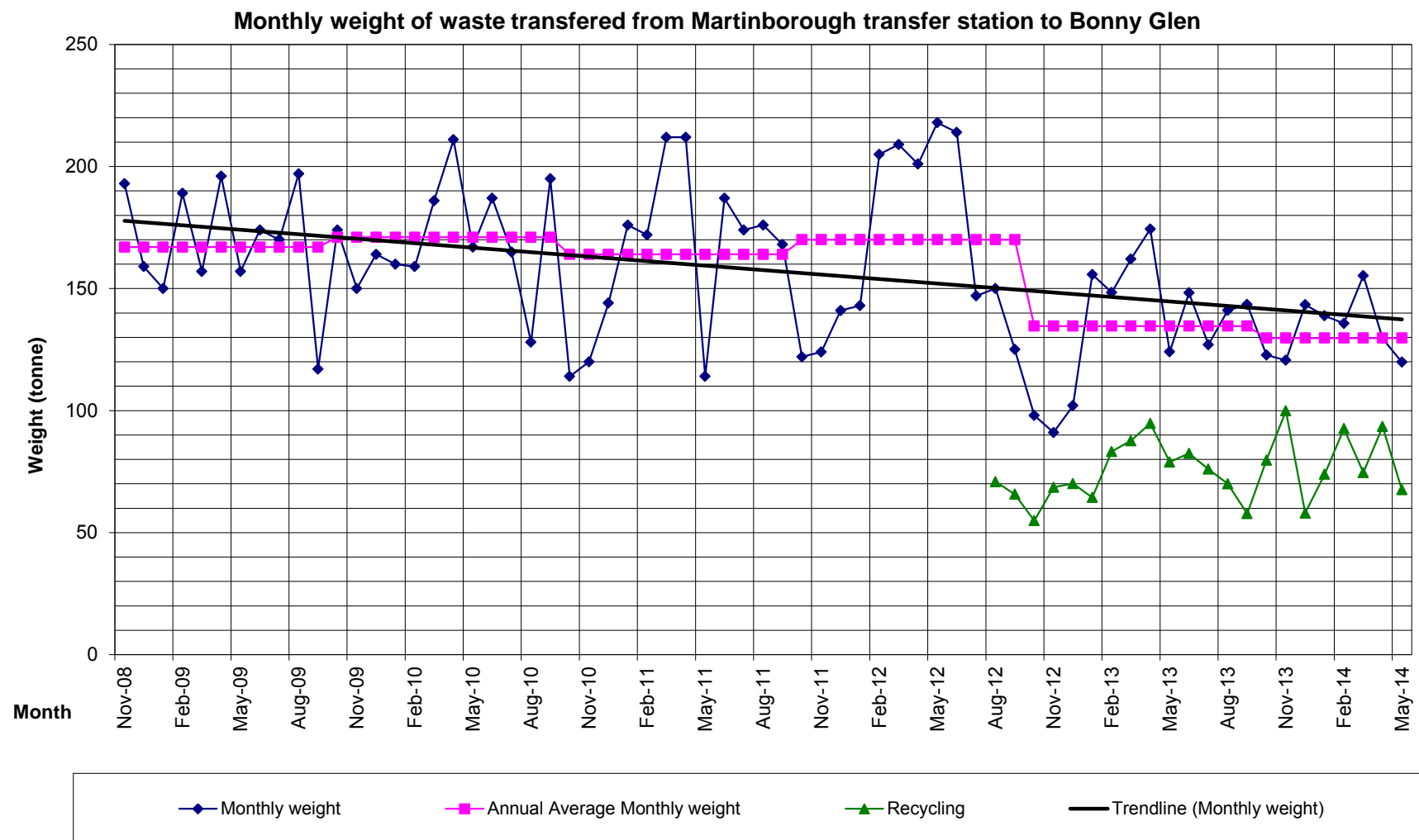
Reviewed By: Paul Crimp, Chief Executive



# **Appendix 1 – Monthly Water Usage**

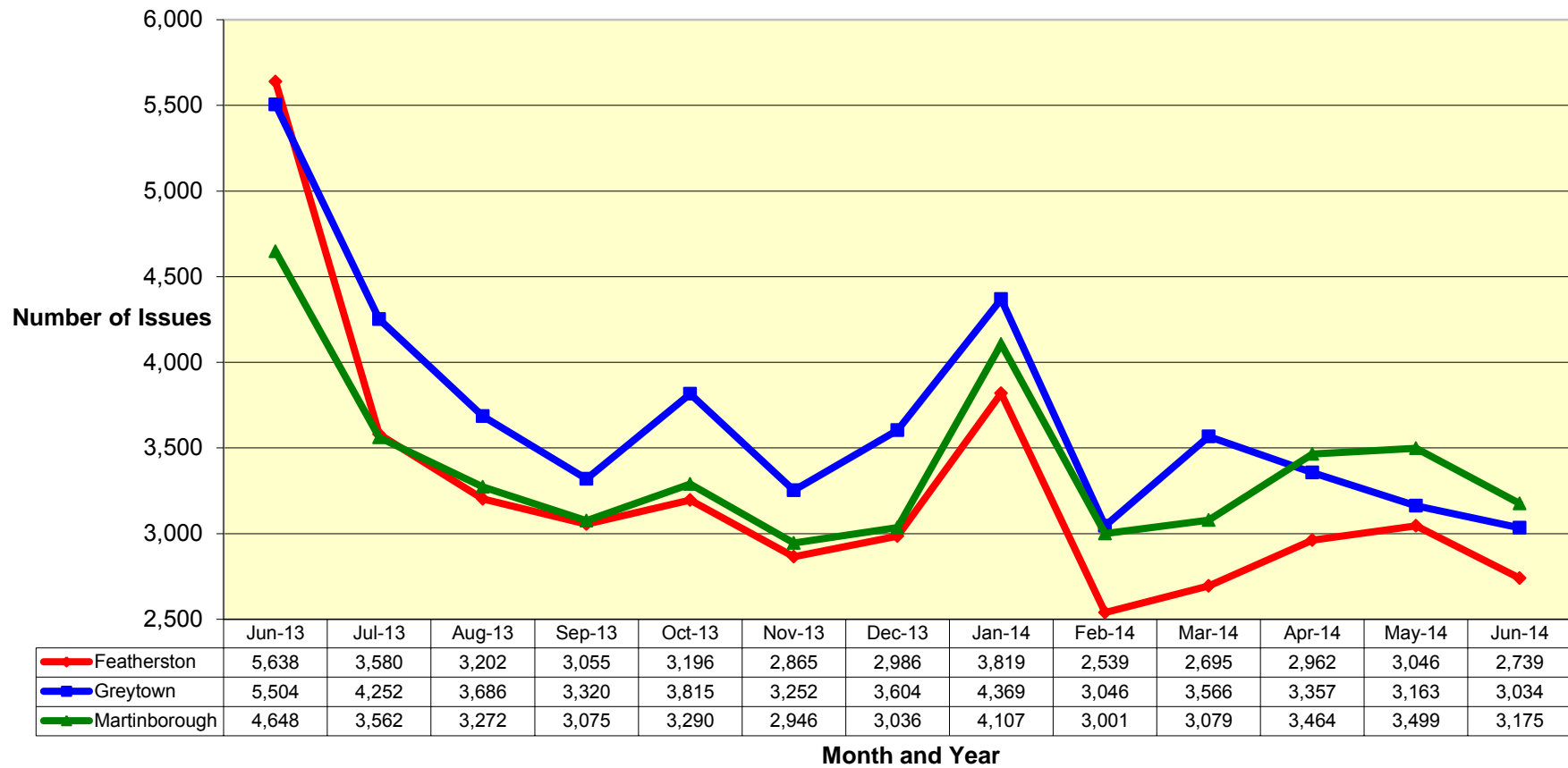


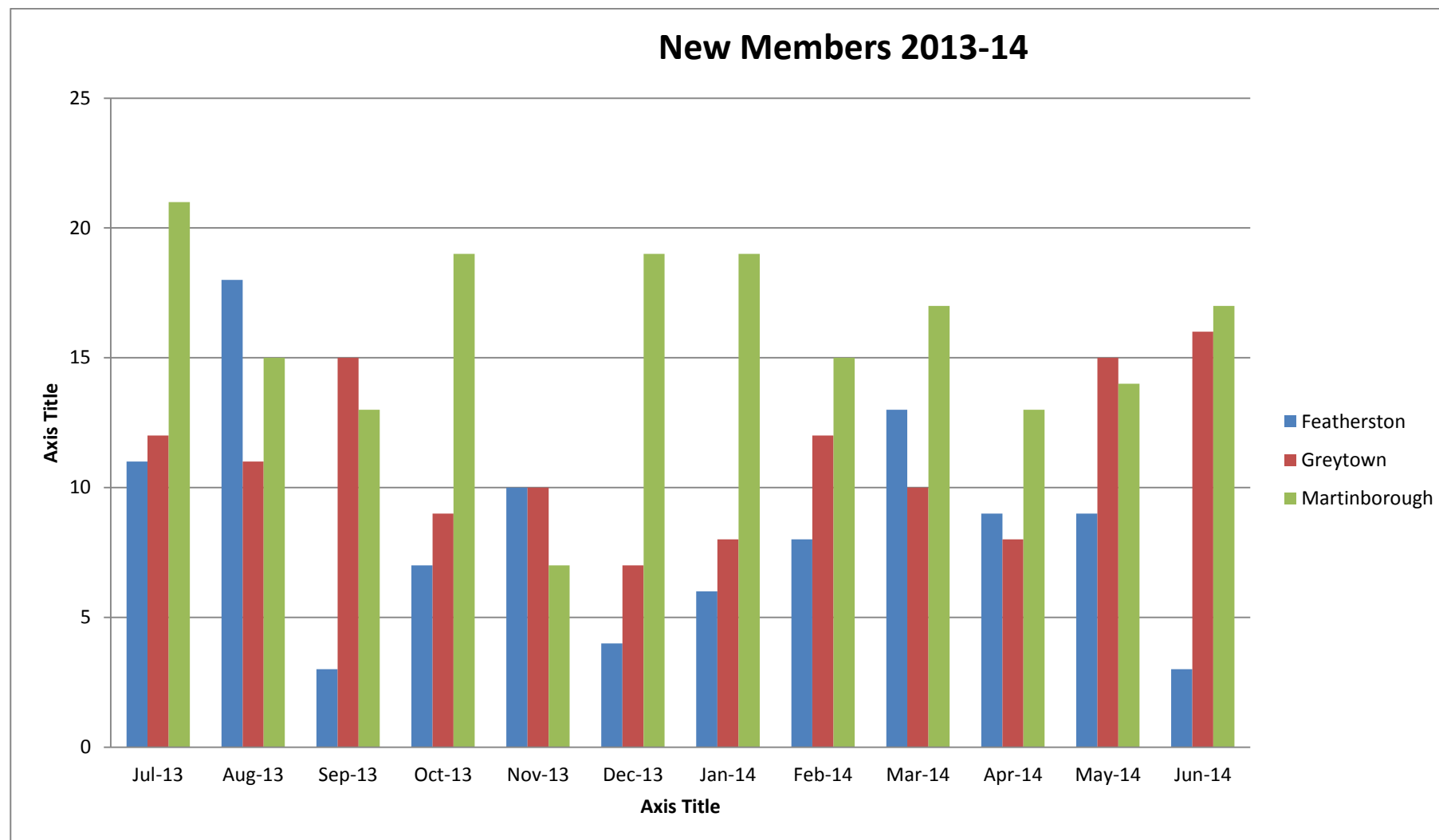
## **Appendix 2 – Waste Exported to Bonny Glen**

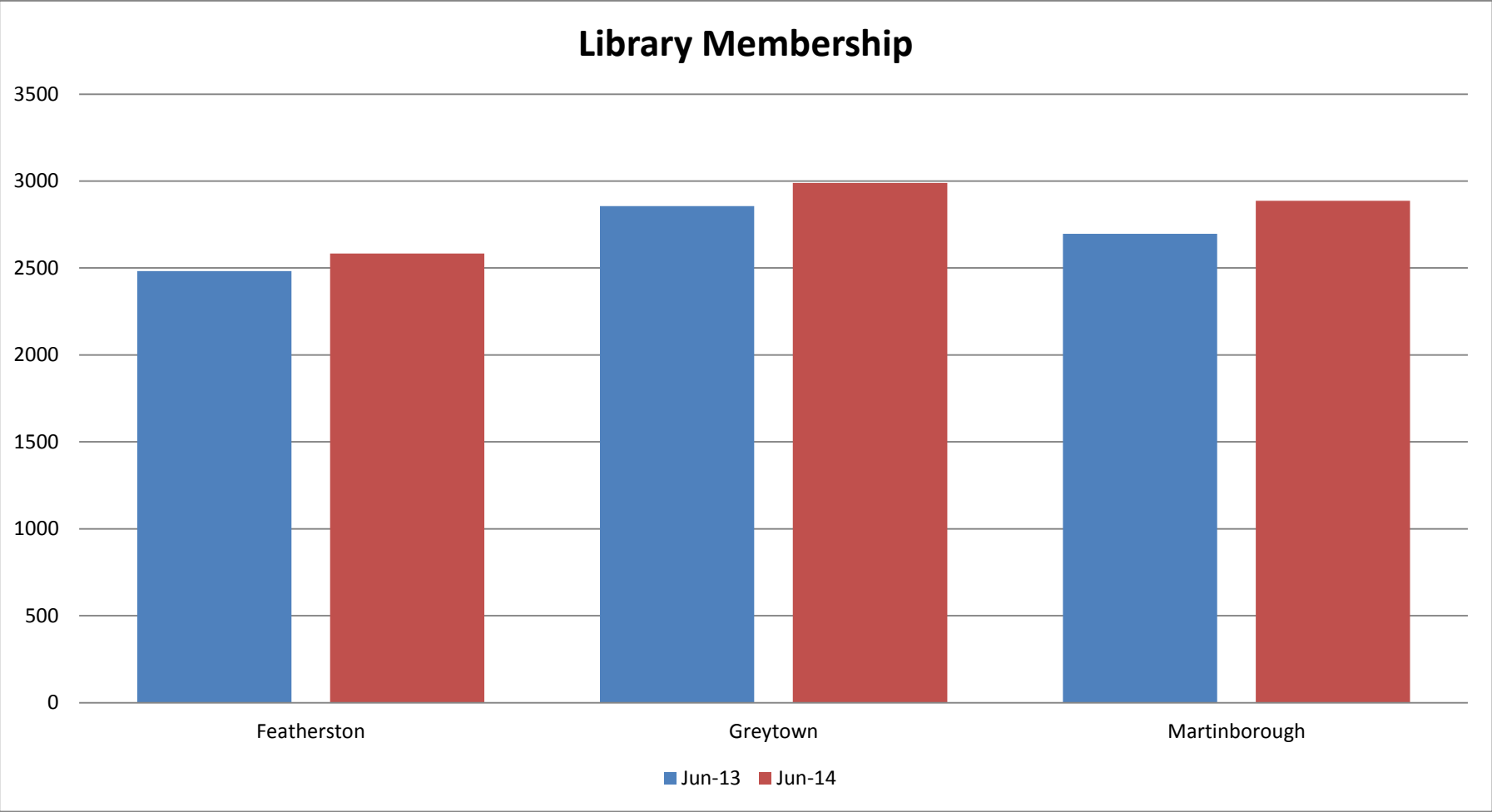


## **Appendix 3 – Library Statistics**

### Issues to June 2014









# GREYTOWN COMMUNITY BOARD

6 AUGUST 2014

---

## AGENDA ITEM 8.2

### GREYTOWN SOUTHERN ENTRANCE BEAUTIFICATION – STAGE 2

---

#### **Purpose of Report**

To inform Community Board members of the plan for Stage 2 of the Greytown southern entrance beautification.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receives the information; and*
2. *Agrees to the pricing for the proposal.*

## **1. Executive Summary**

At its March 2013 meeting the Community Board resolved to spend the Greytown Beautification Budget (\$10,300) on improving the southern entrance to Greytown with plantings. This work has been carried out, and the Community Board proposes move to the second stage of work in winter 2014.

## **2. Background**

Karl Nesbitt from City Care, after discussion with Community Board members and the Tree Advisory Group, proposed clearing the existing gum trees from the southern entrance to the town. Kowhai would be planted on both sides of SH2. On the eastern side, the existing flowering cherry trees would remain, and on the western side, flowering cherries would be added once the kowhais were established. Both sides of the road would then match to form an avenue of kowhai and flowering cherries beneath the existing historical pines.

## **3. Discussion**

### **3.1 Proposal**

The proposal (attached as Appendix 1) is for two stages of work.

### **3.1.1. Stage 1 (completed)**

On the western side of SH2, the gum trees were removed up to the Greytown sign, and kowhai (*Sophora tetraptera*) were planted at eight metre spacings. On the eastern side of SH2, all unwanted vegetation within the fenced-off area was cleared, leaving only the existing flowering cherry trees. Kowhai were planted at eight metre spacings up to the existing flowering cherry trees.

### **3.1.2. Stage 2**

On the western side of SH2, the remaining gum trees would be removed, and flowering cherry trees planted at eight meter spacings to match the eastern side.

## **3.2 Financial Considerations**

The cost of stage 2 would be \$11,021, of which \$10,000 would come from the Town Centre Beautification budget, with the remaining \$1021 to be funded by the Community Board.

## **4. Appendices**

Appendix 1 – Proposal to plant Southern Entranceway

Contact Officer: Helen McNaught, Facilities and Parks Officer

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

# **Appendix 1 – Proposal to plant southern entranceway**

## Proposal to Plant Southern Entranceway

The proposal is to clear the existing Gum trees from the site and allow the existing Macrocarpa along the fence line to grow. We would cut the existing gums and remove the vegetation, leave all potential firewood on site cut at 4 meter lengths for the community to remove and sell.

### **Stage 1**

#### ***Western side SH2***

Removal of the Gum trees up to the Greytown sign, we would then plant Sophora tetraptera at 8 meter spacing's, all trees would be double staked and watered for one year.

#### ***Eastern side SH2***

Clear all unwanted vegetation within the fenced off area, leaving only the existing flowering cherry trees. Plant Sophora tetraptera at 8 meter spacing's up to the existing flowering cherry trees. All trees would be double staked and watered for one year.

### **Stage 2**

#### ***Western side SH2***

Removal of the remaining Gum trees, we would then plant Flowering cherry trees at 8 meter spacing's to match the trees on the eastern side of SH2.

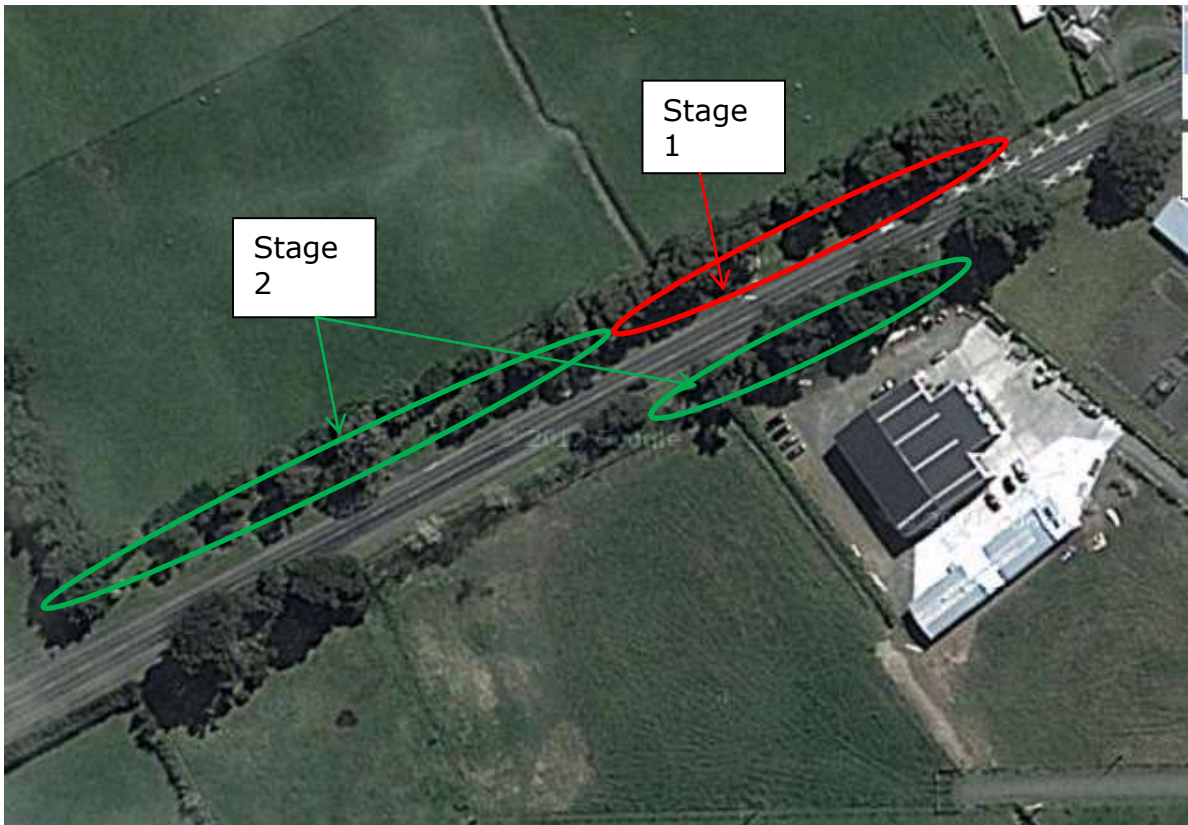
Overall this would give you an avenue of trees, flowering cherry trees flowing into kowhai's.

As there is existing flowering cherry trees on the eastern side in good health, I would recommend that they are kept and we allow the new planting to reflect this existing planting.

The existing historical Pines are in good condition, I think by planting the Kowhai's underneath would be a better option over most other small trees.

I would recommend planting of these trees in May so that over the winter months the tree can acclimatise it self and develop healthy growth in the spring.

Karl Nesbitt  
City Care



# GREYTOWN COMMUNITY BOARD

6 AUGUST 2014

---

## AGENDA ITEM 8.3

### NAME RECOMMENDATIONS FOR NEW ROAD AT HILLVIEW SUBDIVISION – HUMPHRIES STREET, GREYTOWN

---

#### **Purpose of Report**

To consider new road names for the Hillview Properties Limited subdivision off Humphries Street, Greytown.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the report;*
2. *Recommend to the council that the new road names "Garrity Lane" and "Harding Lane" for the Hillview subdivision be approved.*

## **1. Background**

Hillview Properties Limited applied to Council on 16 July 2014 to name two new roads off Humphries Street, Greytown "Mawson" and "Worsley" Lanes. The council resolved to defer making a decision on the naming of new roads until a subsequent meeting and to refer the report and correspondence from Neil Montgomerie to the Greytown Community Board for their consideration (Appendix 1).

The roads were created by subdivision numbers 130059 and 140022 and will serve 25 residential lots. The Council is responsible for naming roads in the South Wairarapa and has the authority to name the roads pursuant to Section 319A of the Local Government Act.

## **2. Discussion**

### **2.1 Legal Implications**

The initial application complies with Council's Policy on Naming of Public Roads, Private Roads and Rights-of-Way (the Policy) (Appendix 2) whereby roads are formally named by Council in accordance with the Policy.

Pursuant to guideline 4.2 of the Policy, applicants are required to list three possible road names for Council's consideration and approval. The names are to be listed in order of preference with a brief statement of their

significance. Hillview Properties Limited requested the following two options:

- Mawson Lane
- Worsley Lane

The Policy states that the road names should have significant local content or meaning. The Council considered that "Mawson" and "Worsley" are not appropriate name choices as they do not reflect Greytown history and referred to an email from Neil Montgomerie that offers alternate names (Appendix 3).

The applicant has noted he is comfortable with "Garrity Lane" and "Harding Lane", which are names of previous Mayors in Greytown, thereby satisfying the Policy.

Guideline 4.3.5 specifies that the end names for roads (suffixes) accurately reflect the type of road it is. Both of the options would satisfy this guideline requirement.

## **2.2 Financial Considerations**

There are no financial implications for the Community Board or the Council as pursuant to Section 4.2.6 of the Policy any costs associated with this road naming application would be met by the applicant.

## **3. Long Term Plan – Community Outcomes**

A suitable road name would add to the vibrancy of the Greytown community and acknowledge Greytown's history. Furthermore, establishing an appropriate name for the roads will help to ensure the area is more accessible and easy to get around for residents and visitors alike.

## **4. Conclusion**

The council has requested that the Community Board consider the application and make alternate road name suggestions to the council at its next meeting. The suggestions must comply with Council's Policy on Naming of Public Roads, Private Roads and Rights-of-Way.

## **5. Appendices**

Appendix 1 – Original report to Council

Appendix 2 - Council's Policy on Naming of Public Roads

Contact Officer: Russell Hooper, Resource Management Planner

Reviewed By: Murray Buchanan, Group Manager Planning & Environment

# **Appendix 1 – Road Naming Report to Council 16 July 2014**



# **SOUTH WAIRARAPA DISTRICT COUNCIL**

**16 JULY 2014**

---

## **AGENDA ITEM NO**

### **NAMING OF NEW ROAD AT HILLVIEW SUBDIVISION – HUMPHRIES STREET, GREYTOWN**

---

#### **Purpose of Report**

To obtain a decision on an application by Hillview Properties Limited to name a new road off Humphries Street, Greytown.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the information, and*
2. *Approve the names "Mawson Lane" and "Worsley Lane" pursuant to Section 319A of the Local Government Act 1974.*

## **1. Background**

Hillview Properties Limited have applied to name two new roads off Humphries Street, Greytown. The roads were created by subdivision numbers 130059 and 140022 and will serve 25 residential lots. Council is responsible for naming roads in the South Wairarapa and has the authority to name the roads pursuant to Section 319A of the Local Government Act.

## **2. Discussion**

### **2.1 Legal Implications**

The application complies with Council's Policy on Naming of Public Roads, Private Roads and Rights-of-Way (the Policy) whereby roads are formally named by Council in accordance with the Policy.

Pursuant to guideline 4.2 of the Policy, applicants are required to list three possible road names for Council's consideration and approval. The names are to be listed in order of preference with a brief statement of their significance. Hillview Properties Limited have requested the following two options:

- Mawson Lane
- Worsley Lane

The Policy states that the road names should have significant local content or meaning. It is considered that "Mawson" and "Worsley" are appropriate name choices as they are early famous New Zealand Antarctic explorers.

Guideline 4.3.5 specifies that the end names for roads (suffixes) accurately reflect the type of road it is. Both of the options would satisfy this guideline requirement.

## **2.2 Financial Considerations**

There are no financial implications for Council as pursuant to Section 4.2.6 of the Policy any costs associated with this road naming application would be met by the applicant.

## **3. Long Term Plan – Community Outcomes**

The proposed road name would add to the vibrancy of the Greytown community and at the same time acknowledges the history of brave New Zealanders. Furthermore, establishing an appropriate name for the roads will help to ensure the area is more accessible and easy to get around for residents and visitors alike.

## **4. Conclusion**

Officers recommend that Council approves the road names "Mawson Lane" and "Worsley Lane" as they meet the guideline criteria in the road naming policy. The names have not been used in the Wairarapa before and give recognition to famous New Zealanders. The recommendation also complies with the community wellbeing outcomes in the Long Term Plan.

## **5. Appendices**

Appendix 1 – Location maps

Contact Officer: Jen Olson, Resource Management Officer

Reviewed By: Murray Buchanan, Group Manager Planning & Environment

# Appendix 1 – Location Map of Proposed “Mawson Lane” and “Worsley Lane”



## **Appendix 2 – Council’s Policy on Naming of Public Roads, Private Roads and Rights-of-Way**

# **Policy on Naming of Public Roads, Private Roads and Rights-of-Way**

## **1.0 RATIONALE:**

The South Wairarapa District Council is responsible for naming roads within its boundaries. A consistent and comprehensive approach is needed for naming of roads in the District. Roads are named to ensure ease of identification for the Council, the public and key services such as emergency, postal and utility services. The Council is empowered to name roads under Section 319A of the Local Government Act of 1974. The procedures under which the Council wishes to achieve the abovementioned objectives are defined below.

## **2.0 PURPOSE:**

To set out guidelines and standards relating to the naming of public roads, private roads and rights-of-ways in the South Wairarapa District. The Council's policy will apply to new or unnamed roads, both public and private, including roads with existing names that may be locally, but not officially, recognized and will also apply to proposals to change the name of an officially named road. The policy also includes areas that require an official address for identification purposes such as private rights-of-way serving more than four lots. This policy is critical for correct addressing, which is used by emergency services, making our community safer.

## **3.0 DEFINITIONS (for purposes of this Policy only):**

**Road** – A generic term that for the purposes of this policy only encompasses public roads, private roads and rights-of-ways that serve more than four lots.

**Private Road** – any roadway, place or arcade laid out on private land by the owner thereof intended for the use of the public generally. Private roads are not maintained by the Council but shall be formally named for the reasons set out in Sections 1.0 and 2.0 of this Policy.

**Public Road** – Any road open to public travel that is under the jurisdiction of and maintained by the Council.

**Rights-of-Way (Private Way)** - An easement, a privilege to pass over the land of another, whereby the holder of the easement acquires a reasonable and usual enjoyment of the property, (normally the right to pass and re-pass) and the owner of the land retains the benefits and privileges of ownership consistent with the right of way easement. Rights-of-ways are not maintained by the Council but those rights-of-ways that serve more than four lots shall be formally named for the reasons set out in Sections 1.0 and 2.0 of this Policy.

**Suggested Suffixes** – Terms such as “road”, “street”, “lane” etc. are to be used in circumstances appropriate to the physical situation, with the following suffix definitions acting as a guide:

Avenue	A wide straight road planted with trees on either side
Boulevard	A wide, main road, often planted with rows of trees
Circle	A street surrounding a circular or oval shaped space
Common	A street with a reserve or public open space along one side
Court	A short enclosed road, i.e. a cul-de-sac
Crescent	A crescent shaped street, generally with both ends intersecting the same street
Crest	A road running along the top or summit of a hill
Cul-de-sac	A short enclosed road
Drive	An especially scenic road or a main connecting route in a subdivision
Glade	A tree covered street or passage between streets
Green	As for Common, but not necessarily bounded by a reserve
Grove	A road that often features a group of trees standing together
Heights	A road traversing high ground
Lane	A narrow road
Lookout	A road leading to or having a view of fine natural scenery
Parade	A public promenade or road
Place	A short, sometimes narrow road
Ridge	A road along the top of a hill
Rise	A road going to a higher place of position
Road	A route between places, general usage
Row	A road with a line of professional buildings on either side
Street	A road that usually has houses on both sides
Track	A narrow country street that may end in pedestrian access
View	A road commanding a wide panoramic view across the surrounding areas
Way	A narrow road, often synonymous with lane

## **4.0 GUIDELINES:**

### **4.1 GENERAL**

- 4.1.1 The naming of roads provides a unique address to enable a property to be identified for power, telephone, mail and emergency services.
- 4.1.2 The Council is responsible for naming roads.
- 4.1.3 The Council will actively promote the formal naming of existing unnamed (or informally named) public or private roads and any rights-of-ways that serve more than four lots.
- 4.1.4 All approved road and rights-of-way names, both public and private, will be recorded in the Council’s GIS system and flagged as a public road, private road or rights-of-way.
- 4.1.5 This Policy will be reviewed and amended from time to time.

## **4.2 PROCEDURE FOR NAMING ROADS**

- 4.2.1 Applications for naming all roads that are created or extended as part of a subdivision are required to be submitted as part of the resource consent process.
- 4.2.2 To assist Council in assigning a name, an application for subdivision consent where a road or rights-of-way serving more than four lots is proposed shall include three possible road names to Council for consideration and approval. The names should be listed in order of preference with a brief statement of their significance. The applicant must also submit a concept/survey plan identifying the road, and pay the appropriate fee.
- 4.2.3 Once Council receives the application, it will check the suitability of the preferred and alternative names against its Policy.
- 4.2.4 The Council will approve, amend or decline the name by way of a formal resolution adopted by Council.
- 4.2.5 Council will advise the applicant in writing of the decision.
- 4.2.6 Council will ensure that the road naming process is completed and the signs are installed at no cost to Council before the Section 224C certificate is prepared for issue. Performance bonds will not be accepted.
- 4.2.7 Applications for naming of existing roads are required to be submitted to the Council's Chief Executive Officer. The Council will consider and make a decision on the road name application and will follow steps 4.2.3 to 4.2.5.
- 4.2.8 The Council also requires to be consulted for naming of existing private roads and rights-of-way to ensure that a current or proposed name complies with Council policy and the various agencies to be informed are appropriately advised.
- 4.2.9 Applications for private road and rights-of-way names are to be submitted to the Council on a standard form that is available from the Council office after consideration by officers. Such applications will be submitted to the Council for the adoption of a name, or names.
- 4.2.10 Immediately after Council approves the name of any road, the Council will advise Land Information NZ, Quotable Value, Council's rating and GIS departments and all emergency services in the area of the name of the road.

## **4.3 GUIDELINES FOR THE SELECTION OF NEW ROAD NAMES**

- 4.3.1 There must not be another road with the same name in the South Wairarapa District emergency services area; this includes same road names with a different suffix. However, existing roads with the same names as of the date of adoption of this Policy are allowed.
- 4.3.2 Identical names with different spellings will not be accepted (e.g. Beach, Beech).
- 4.3.3 The name should have significant local content or meaning.

- 4.3.4 Names are to be selected in proportion to the length of the road. Long names on short cul-de-sac's can be difficult to display on a map.
- 4.3.5 The end name for the roadway should be the one that most accurately reflects the type of roadway that it is.
- 4.3.6 All private roads and rights-of-ways serving more than four lots are to have the suffix "Lane" or "Way".
- 4.3.7 Where the road is a continuation of an existing named road, or will in the future link to an existing named road, then the current road name will automatically apply.
- 4.3.8 Names are entirely at the discretion of Council, whether for policy reasons or for other considerations.

#### **4.4 CHANGING EXISTING ROAD NAMES**

- 4.4.1 Where there is uncertainty about a road name, generally the most recently gazetted name will be the officially recognized name for the road.
- 4.4.2 A name change will only be made if the Council considers that the change will result in a clear benefit to the community. Reasons for changing road names may include:
  - To correct the spelling
  - To eliminate duplication in spelling or sound
  - To clarify a situation where more than one name is used for a road
  - To make geographical corrections
  - To assign different names to separate ends of a road with a permanently impassable section somewhere along the length
- 4.4.3 Where a road name is requested to be changed, a significant majority of residents and owners along the road must support the proposed change. The applicant shall also provide any history relating to the existing street name. The road name change report shall be presented to the relevant Community Board for comment prior to the Council meeting. However, the final decision to allow a road name to be changed and the new name of the road is always at the discretion of the Council.

#### **4.5 SIGNAGE**

- 4.5.1 If Council approves the name of a road as part of a subdivision, a standard Council road sign shall be created and erected at the applicant's expense. This requirement will usually be a Section 224 condition of resource consent.
- 4.5.2 Street signs on private roads and rights-of-ways must have the word "Private" under the street name and the applicant is required to pay for the sign, its installation and maintenance.
- 4.5.3 Repair, maintenance or replacement of any road sign for a private road or rights-of-way will not be at Council's expense.
- 4.5.4 Council will provide and erect nameplates and posts for existing public roads that are newly named (not part of a recent subdivision).



- 4.5.5 Council will maintain all road signs on public roads.
- 4.5.6 Where appropriate, and at the discretion of Council, when signage for a road that has a significant historic name is to be replaced, a sign plate may be erected that identifies the historic significance of the name.

# **Appendix 3 – Email Suggesting Alternate Road Names**

**From:** Neil Montgomerie

**Sent:** Sunday, 13 July 2014 7:19 p.m.

**To:** Councillor Vivien Napier; Councillor Margaret Craig; Councillor David Montgomerie; Adrienne Staples - Her Worship the Mayor; Suzanne Clark - Committee Secretary

**Cc:** Michael Roera; MSC- Haami Te Whaiti; Member Christine Stevenson; Leigh Hay; GCB- Ian Farley

**Subject:** Council Meeting 16 July - Agenda item C1 Naming of new roads of Hillview Subdivision, Greytown

I am writing to you as I am unable to attend the Council meeting on 16 July. I am concerned about the suggested names for the new roads in the Hillview Subdivision - Humphries Street, Greytown.. [Suzanne Clark, Committee Secretary - I would be grateful if this email could be circulated to Councillors]

The submission suggests the names of early famous NZ Antarctic explorers - Mawson and Worsley and that council officers support these names as they support the "community well being outcomes in the Long Term Plan." I disagree.

I believe that Greytown street names should reflect the history of Greytown and that also the SWDC should involve the Greytown Community Board in the naming or renaming of the streets in Greytown. As can be seen by the recent fiasco by the SWDC of Pierce Street in Greytown the council officers seem not to care about the history of the town.

I am sure the community may have other suggestions but I would like to offer the following alternatives to Mawson and Worsley:

#### **A/ Former Mayors**

1/ Garrity [John Garrity the last Mayor of Greytown and the Mayor of the then newly formed South Wairarapa District Council. John passed away earlier this year]

2/ Harding [Richard Harding was the Mayor between Fred Yule and John Garrity]

Greytown has a tradition of naming streets after their Mayors - the last being Yule Grove which actually backs on to this new subdivision

#### **B/ Prominent Business Leaders**

1/ Bouzaid

2/ Ballaben

These men established the well known clothing factory which employed many Greytown women [and men] for a long period in Greytown.

1/ Maxton -baker, grocer

2/ Haigh - butcher

Two prominent early shop keepers in Greytown. Sam Haigh's Butcher's shop still stands as the Greytown Butchery. See "Old Greytown 1854-1954" by A G Bagnall

#### **C/ Maori families associated with Greytown**

1/ Manihera or Te Manihera [there is a paper road on the east side of Massey St named Manihera Street. If this street is not going to be developed then I suggest this name be used] refer to "Old Greytown 1854-1954" by A G Bagnall or

<http://www.teara.govt.nz/en/biographies/1t69/te-rangi-taka-i-waho-te-manihera>

2/ Te Whaiti [ refer to <http://www.teara.govt.nz/en/biographies/3t24/te-whaiti-iraia-te-ama-o-te-rangi> ]

I would be grateful if the Greytown Councillors could raise my concerns at the council meeting and take leadership to ensure that street names in Greytown have a local flavour.

I am also copying this to the Chair of the Greytown Community Board and members Hay and Farley. I believe that Community Boards should also have an input into the naming of the streets in their areas.

I have also copied this email to the Chair of the Maori Standing Committee and the representative from the Papawai Marae as they may also have suggestions.

Yours faithfully

*Neil Montgomerie-Crowe*

The Prendiville Family  
29 Humphries Street  
**GREYTOWN**

22<sup>nd</sup> July 2014

The Chairperson  
Christine Stevenson  
Greytown Community Board  
**GREYTOWN**

## **TO WHOM IT MAY CONCERN**

### **SUBDIVISION – HUMPHRIES STREET - NAMING OF SUBDIVISION & STREETS/ROADS**

I am writing for your consideration into the naming of the above new subdivision.

#### **History**

The original 10 acre block was owned by the Humphries family who were early settlers to Greytown. They owned it for many, many years. The property was then sold in 1951 to Garrity Bros.

The Garrity's then sold it to our parents, Kevin & Bev Prendiville on 28<sup>th</sup> February 1967 for the sum of £4,100. Kevin was keen to develop the whole block and started by subdividing a ½ acre block off for his son Stephen and daughter-in-law Bridget (31 Humphries Street) to enable them to build their family home. In front of that Kevin was going to put in 4 units and started with 2 units (27 & 27A Humphries Street). These two units, which he built himself, took so long to sell he decided to build a new home for himself and wife Beverly on the piece of land beside the two units (29 Humphries Street).

37 Humphries Street was sold along with the woolshed and approximately 2-3 acres. This now left approximately 6 acres of land left which the Prendivilles' continued to run stock on until it was sold to the current owner.

For us as a family growing up in Greytown, has left us with lots of memories and history that will not and should not be forgotten.

The naming of the new subdivision and streets/roads/places should be chosen carefully. The identity of Greytown itself and the people that have made Greytown what it is should live on.

The Humphries and Garrity families have a long standing history to the community and John Garrity was the local mayor for a few years. The Garrity family have contributed to the community in so many different ways.

The Prendiville family, which were not early settlers but have been part of the community for 46 years and Kevin and Bev's contribution to the town, has been immeasurable (Greytown Swimming Club, Jaycee's, Lions, Lioness and Kevin had a big part setting up a Leo Club back in the late 70's and had a big input into the groundwork in establishing the Cobblestones museum).

### **Consideration**

The point that I am making is that consideration must be taken into account when deciding on the naming of places/subdivisions, not just in Humphries Street but all developments in Greytown, so as not to lose the "Greytown Identity" and its early history of those that have contributed to the development and betterment of the town. More thought must be taken in how to preserve the Greytown history by giving a reason why these places were named and giving that back to the community for history purposes.

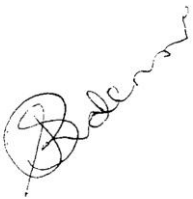
This subdivision has had only 3 significant owners that have farmed on it in its lifetime, and I feel they should be acknowledged for what they have given to the Greytown community.

I have attached a few bits of information/history for you to look over in the hope that you can see that we need to make the people that have done so much in the development of Greytown proud and what they have done is not in vain.

The naming of subdivisions, in Greytown, should reflect the history behind the property that is being developed. I would like to suggest the main road coming in off Humphries Street be named Garrity Lane and the other Prendiville Lane.

Your careful consideration in this matter will be much appreciated.

Yours sincerely

A handwritten signature in dark ink, appearing to be 'Prendiville', written in a cursive style with a circular flourish at the beginning.

**per The Prendiville Family**  
**Phone 0275 111 046**





The Humphries Family, in 1914, outside their home in Humphries Street, Greytown. From left at back; William, Elsie (Mrs Alan Balfour) Leslie (killed in Belgium Dec 3rd 1917, aged 29 yrs), Ruby (Mrs Geo Garrity) and Kim. Front — Nellie (Mrs Bill Arnold), Henry and Jane (nee Bicknell) and Zilla (Mrs Alex Orr). Henry Humphries built this house in 1882. With the help of his two sons William and Leslie he built the Town Hall in 1907.

# MEMORIES OF GREYTOWN

## PART 9

The Garritys of Greytown are a large family, several generations of them. James Garrity married Sarah Bratten in their homeland Northern Ireland and their son Samuel, born in County Tyrone in 1854, came to New Zealand at the age of 18 years.

In the year 1883 Samuel married Mary Jane Wiggins, elder daughter of a pioneering family, Thomas and Isabella Wiggins, of Greytown.

Samuel and Mary settled on a farm, "Bank View", at Morison's Bush and raised a family of eight children, Isabella, Eliza, George, John, James, Rebecca, Cecil and Allan. Mary died at "Bank View" on 14 June 1918, and Samuel died at "Bank View" on 13 June 1923.

George Garrity married Ruby Humphries, daughter of Mr and Mrs Harry Humphries whose family home was situated in Humphries Street. Across the road was the little cottage that had been built in 1857 and owned by Ruby's great grandparents, and over the years been occupied by various members of the family. Ruby's memory is clear as of a young girl in a family of six children, they were close-knit and although money was in short supply, love and security surrounded them. Their 10 acre farmlet grazed a cow and horse and an abundant garden of fruit and vegetables, ensuring a plentiful food supply, with milk, cream and butter for the family.

Around the house were lovely wattle trees bearing golden blooms, and a sycamore which Ruby and other members of her family spent hours of enjoyment, climbing.

Harry Humphries was a builder who employed several carpenters. Mode of transport being horse and cart meant early starts in the mornings. When employed a distance away, the men would camp on the job — returning to their homes at weekends or on the completion of the job. One of the local buildings Harry Humphries constructed was Greytown's Town Hall.

At the age of 5 years Ruby commenced her education, at the "new" school in East Street, where she walked daily with her elder sisters. Her first teacher was Miss Gallaher. She recalls the times when at this school the boys, as school cadets, drilled with wooden muskets, made by Dan Cameron, who lived in a small house with attic, situated where Dr Banks now resides, in Main Street. Across the road was Dan's workshop. Girl cadets drilled with poles, and later clubs.

Ruby was a keen sportswoman having played school-girl hockey and later playing in the Kia Toa team. She chuckles about the time when the school hockey girls

(coached by teacher Mr Miller) slipped away to play in the Kia Toa team. Mr Miller arrived, hotly reprimanding the girls. One girl, knowing Mr Miller "had a soft spot" for her, talked him over and all was well.

As time progressed these players joined the Kia Toa Club. Tournaments were exciting events, Mr R. Wenden transporting the Club by horse and brake to as far afield as Eketahuna. Most games were played at Dalefield or Carterton. Ruby's sister Zilla was also a keen hockey player, in fact Ruby proudly shows an old newspaper cutting which reads — "A FINE FORWARD". If a trophy were given for the best player in the tournament it would seem that the claims of Zilla Humphries of Wairarapa could not be overlooked.

A local enthusiast who knows her play intimately says — Miss Humphries is undoubtedly one of the finest forwards in New Zealand and is a notable wing. Her place in ladies hockey corresponds to that of Loader, in men's. A Christchurch paper states that Miss Z. Humphries' stick work was quite equal to anything ever seen in any tournament. In Club games she has proved a valuable factor in the Kia Toa Team's success!! Both Ruby and Zilla of the Kia Toa team were chosen to represent New Zealand in Australia and England, but owing to the outbreak of war, the tour was abandoned. Ruby was also an active tennis player — playing on courts next to the Bowling Club.

With her schooldays behind her, Ruby took a job at Mr McPhee's bookshop, but after a time became dental mechanic for her brother-in-law, Allan Balfour, whose 2-storied house still stands (next to Woodlands). This house and dental rooms were built by Mr Harry Humphries.

As a young girl in her teens, Ruby loved dancing, attending many that were held in the Town Hall, organised by the various sports clubs. Profit from these dances went to charity or to the new hospital building fund for which her mother and other local ladies worked hard.

When Ruby married George Garrity — A Greytown man — they rented a cottage in town, before moving out to "Bank View", the Garrity farm, at Morison's Bush. Here they remained for many years, finally shifting back to town to the original Humphries cottage in Humphries Street, and a later move took them to McMaster Street. George Garrity passed away in 1971. With her family of 4 sons and one daughter all around her, Ruby can look back over the years with satisfaction and happiness.



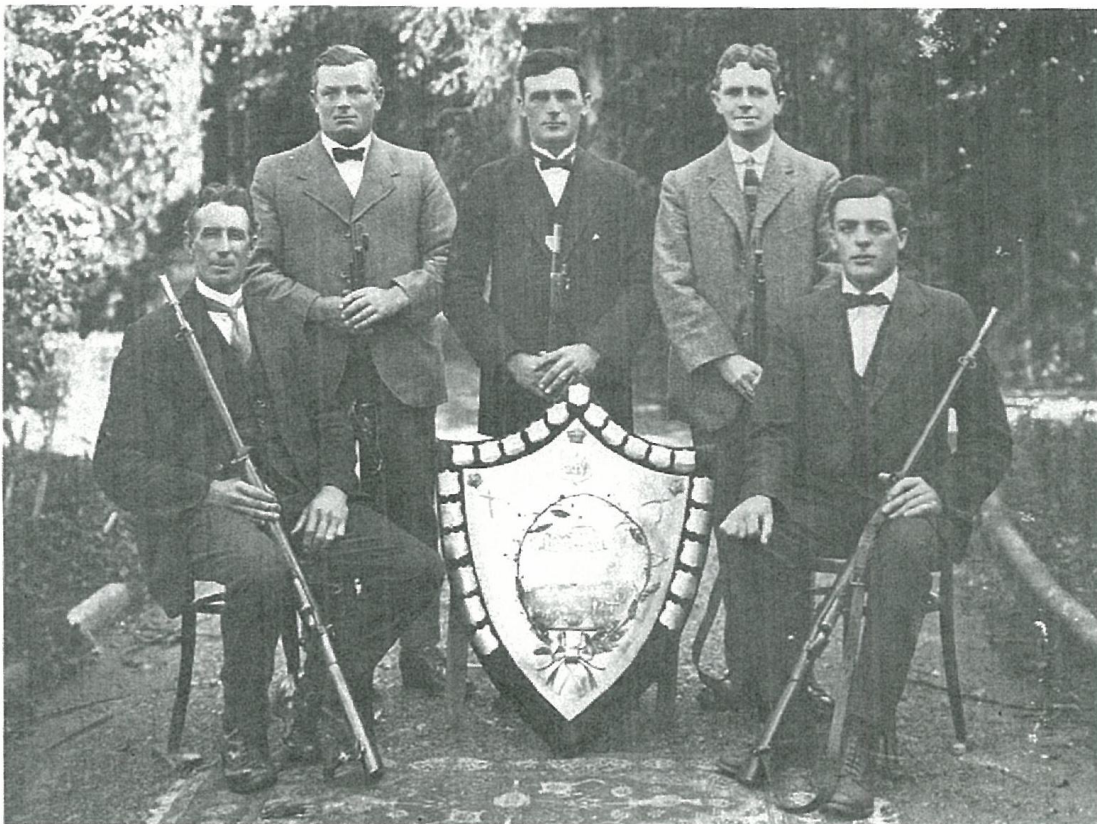
## The Years Between Greytown Borough Centennial 1878-1978

Ball and many fine country residences in the Lower Wairarapa. Mr Ebenezer Gray did his share of the town building, as did John Hawke. Hart Udy and Son were builders and wheelwrights, and James Baillie had his building and joinery establishment. As first Captain of the Greytown Volunteer Fire Brigade, he no doubt contributed significantly to the spacious, two-storey fire station that was built in 1889 on Main Street, on the western side and about three chains south of Wood Street corner. The building firm that contributed most to Greytown over the last hundred years, would be H. Trotman & Sons. In 1882 Trotman & Humphries were the successful tenderers for the construction of Greytown's first dairy factory (on the western side of the main road to Featherston, the present Stella Bull Memorial Park). The tender price was two hundred and thirty-seven pounds ten shillings (\$475). The firm of H. Trotman & Sons were to build many houses, schools, shops, hospitals and other buildings within the district — and one of the last and most outstanding would be the present St Luke's Church, rebuilt after the disastrous fire of 1968.

There is an interesting newspaper report in 1891 about the progress of the town:

"The town is growing, and the building trade lately has been and is now very brisk indeed. Amongst the buildings going up is a handsome residence for Mr H. S. Izard, the lawyer, (now Mr and Mrs John Ross's residence); a fourteen-roomed house for Mr John Tully, the run-holder (now Mr F.C. Yule's residence in West Street); a house for Mr George Humphries of the firm of Humphries Bros, builders of Greytown, (now the home of Mr and Mrs Kevin Prendiville in Humphries St), and a good house for the Maori chief Tenuiorangi. The new business premises in course of erection are a grocery and general store of Messrs Duff & Co, a shop for Mr James Gibson, the tailor; another for Mr Richard Clarke, gunsmith and locksmith, and very large premises for Mr Loasby, boot and shoe importer (now the Greytown Pharmacy on Main St). The Presbyterian Church has only just been finished, as also a large boarding house, and tenders let for a Masonic Hall."

In 1896 the Cyclopaedia of New Zealand published a colourful description of Greytown which is worth recording.



Greytown Rifle Club. Winners of N.Z. Champions' Teams Match at Trentham, 1923.  
Left to right: H C Trotman, T Orr, W Feast, J F Thompson, J C Feast.



October 2013



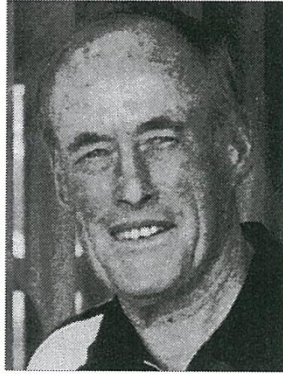
## Greytown Lions News

### Kevin Prendiville – a tribute

In 1966, Kevin and Bev Prendiville came to Greytown, bought ten acres and an old house in Humphries Street, raised three fine children and became a vital part of our community. Perhaps the attraction was that the rural fringe of Greytown was similar to the Hutt Valley during Kevin's 1930s and '40s childhood.

At school, Kevin excelled at sport—swimming and rugby especially. He wrote, 'We used to go quite regularly to the Hutt River just south of the old Melling swing bridge. Mum would make sandwiches and we would go to the river for a picnic. Dad could swim quite well, and we spent a lot of time swimming against the current.'

Each Christmas the family went to their grandfather's farm in Waihi, where they watched milking, pigs and hay-making, and took part in New Year's Day sports on the beach. This cemented Kevin's attachment to country life. At home as a youngster, he helped his other grandfather in a market garden near the present site of Hutt Hospital. Kevin remembered sitting on a sledge behind a draught horse, breaking up ploughed ground ready for potatoes. Later, he attended a church youth group, played senior rugby for Lower Hutt (marking Ron Jarden) and became a 2nd Kyu in judo. He met the love of his life, Bev, when he was 17, playing tennis.



Kevin Prendiville

Kevin did a building apprenticeship, interrupted by CMT at Linton and Waiouru Camps. He and Bev married after a five year courtship. 'I withdrew £50 from the P.O. one Friday night as a deposit on our section at Silverstream and was scared someone would rob me before I got to the land agents'. While Kevin built on the section, they lived with Bev's parents. After they moved into their first house, 'I'll always remember the first winter there as I had allowed for carpet under the doors and we couldn't afford it at the time. It was really cold with the bare floor so we made sure we had the carpet down before the next winter.' Susan, Stephen and Tony were born while the Prendivilles lived in Silverstream.

Arriving in Wairarapa, the family lived briefly in Featherston before moving to Greytown. Kevin soon started his own business, in which he gained a reputation for honesty, sincerity and straight dealing. He trained several apprentices, at least one of whom is now a builder in his own right.

The Prendivilles became part of a Humphries Street tribe of Bosch's, Farleys and Princes, while Garritys over the road made hay each summer for the steers that Kevin ran. He also raised pigs, but declared that feeding them cost him as much as he got for the bacon. He passed his love of swimming to the children and became a coach for the Greytown Swimming Club, of which both he and Bev were also President at different times.

It was in service clubs that Kevin Prendiville made his biggest mark on our community. As a President and Senator of Greytown Jaycees, he was one of the founders of Cobblestones, and fostered Greytown's first Leo Club in 1978. As Greytown Lions President in 1980-81, he encouraged a group of women to form the Greytown Lionesses, which 30 years later are going strong; Bev Prendiville is still a Lioness.

Lions and the community service that it implies were a huge part of Kevin's life as he went on to become Zone Chairman, Deputy District Governor and district Youth Chairman. In 2004, Kevin suffered a stroke, from which he fought back with the heart of a true Lion.

Dave McGibbon said rightly at the funeral: 'If one person in a hundred put as much into their community as Kevin Prendiville, the town would be a better place'.



---

# GREYTOWN COMMUNITY HERITAGE TRUST

---

*New Zealand's First Country Town*

The Chairperson  
Greytown Community Board

Greetings/tena koutou katoa – nga mihi nui

I am writing to the Board on behalf of the Trust to put to you our views on matters you have considered or still are considering. I would also like to take this opportunity to inform you about our annual history lecture.

I also note Ian Farley is both a member of the Board and our Trust.

## **Old Greytown Railway Station**

We support any community initiative to relocate this decaying heritage building from Woodside back to Greytown. We recall the wonderful community initiative around 1981 to relocate the old Masonic Hall to Stella Bull Park to become the Greytown Library. It is to be noted that Garity Bros. played a big part in moving and re-siting the Masonic Hall. The Trust is in communication with Toby Hempleman of the Woodside Preservation Society. It has never been wound up and most likely has funds which could pass on/be dedicated to the proposal/ concept we are discussing.

## **New Entrance Signs**

I am at fault for not writing to the Board a month or so ago on this issue. The Trust is anxious to know what the signs will look like and what the text will include. To the best of our knowledge there has been no public consultation. We have an impression final approval is not far off. If that is the case, we are somewhat disappointed with the process. I apologise if we are misinformed.

May I make a personal observation, not one from the Trust? Whatever the controversy over them, the temporary Masterton entrance signs are probably unique, although I suspect that is entirely the

initiative of the provider not the Council. The southern entrance sign at the Waingawa Bridge is in Pakeha and Te Reo. I suspect a first for any local government body in Aotearoa/New Zealand. Will your new signs do likewise? Have tangata whenua been consulted?

### **New Greytown Street Names**

The Trust at its last meeting on 24 July noted recent Council discussion and media publicity on this topic. We are pleased the issue was referred back to the Board. We noted with approval what Councillor David Montgomery had to say with respect to the proposed new street names apparently put forward by Hillview Properties for their development off Humphries Street. It could be there are appropriate very local names from the original settlement of that particular land you may wish to consider. We strongly endorse using appropriate Greytown/environs names.

The late John Garrity was a mayor of Greytown, the first SWDC mayor and a long-time member, supporter and Trustee of the Greytown Community Heritage Trust. We strongly encourage the Board to take the first available opportunity to name a street after John.

### **2014 Greytown Community Heritage Trust history lecture**

The Trust has been in existence for 20 years. There have been annual history lectures sponsored by the Greytown Trustlands Trust for at least the 12 years the writer has been privileged to live here.

This year the history lecture is scheduled for Friday 26 September at 7.30pm in the Little Theatre. September is the Wellington region heritage month. Our lecturer will be Neil Frances of the Wairarapa Archives. Neil will lecture on the First World War – the Wairarapa and the history of the Featherston Camp. Ian Farley and I are doing our best to get Neil to include as much as he can on local Greytown WW1 activity.

### **Tail piece**

Talking of new street names and WW1, I can't recall us having a street named after Colonel Tate, his wife or his accountant/orchardist brother. The story goes the Tate brothers tossed up as to which one would volunteer at the early stages of the war. It fell to the lawyer Tate brother to do so. He became a Colonel and after the war finished was Administrator of Samoa, I believe. He did return to practise law in Greytown, I understand. He and his wife donated a parcel of land to add to Soldiers' Memorial Park. They also left the Tate Reserve off Papawai Road to the public. For these reasons I call him the good lawyer, although I don't know what sort of reputation he had as an Administrator of Western Samoa. Colonel Tate was awarded high honours, CBE and CMG. There is a photograph of him inside the offices of WCM Legal Main Street.

Thank you for allowing for input to the Board from local organisations such as the Trust and private citizens. Long live grassroots democracy! Kia ora koutou katoa.

Frank Minehan

*The Secretary, P O Box 169, Greytown, Wairarapa 5712, New Zealand*