



Martinborough Community Board

Minutes 11 June 2012

- Present:** Pam Colenso (Chair), Heather Gibbs, Jo Guscott, Adi McMaster and Cr Max Stevens.
- In attendance:** Mayor Adrienne Staples, Dr Jack Dowds (Chief Executive Officer) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the South Wairarapa District Council Chambers, 19 Kitchener Street, Martinborough on Monday 11 June 2012 between 7.00pm and 8:25pm.

PUBLIC BUSINESS

1. APOLOGIES

MCB RESOLVED (MCB 2012/26) to receive apologies from Cr Riddell.
(*Moved Gibbs/ Seconded Guscott*)

Carried

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. PUBLIC PARTICIPATION

There was no public participation.

4. COMMUNITY BOARD MINUTES/EXPENDITURE

4.1 Martinborough Community Board Minutes – 30 April 2012

MCB RESOLVED (MCB 2012/27) that the minutes of the Martinborough Community Board meeting held on 30 April 2012 be confirmed as a true and correct record.

(*Moved Gibbs/ Seconded McMaster*)

Carried

4.2 Matters arising

There were no matters arising.

4.3 Action items from previous meeting

The Community Board reviewed the action items and updates were provided. The Board requested that they have input into the

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Martinborough footpath plan so that work can be jointly prioritised with officers.

4.4 Income and Expenditure Statement

MCB RESOLVED (MCB 2012/28):

1. To receive the Income and Expenditure Statement to 30 April 2012.

(Moved Colenso/ Seconded McMaster)

Carried

2. Action 315: Adjust the new Martinborough lookout sign so the board is on an angle suitable for reading (as per the plan); M Allingham

5. OPERATIONAL REPORTS – COUNCIL OFFICERS

5.1 Officers' Report to Community Boards

The Community Board reviewed the report and thanked officers for the level of detail in the report.

MCB RESOLVED (MCB 2012/29):

1. To receive the information.

(Moved Cr Stevens / Seconded McMaster)

Carried

5.2 Pain Farm Report

The Community Board reviewed the report and Mrs Colenso undertook to call John Donald and thank him for the report.

MCB RESOLVED (MCB 2012/30):

1. To receive the information.

(Moved Gibbs / Seconded McMaster)

Carried

5.3 Swimming Pool Report

The Community Board reviewed the report and Dr Dowds noted that pool water quality was maintained to standard and that the pool report addressed design and other issues which were not required by law. One comment had been received as a result of the article in the Martinborough Star which Mrs McMaster had addressed.

MCB RESOLVED (MCB 2012/31):

1. To receive the information.
2. To recommend to Council that the first priority was to investigate, locate and fix the leak in the Martinborough Swimming Pool with the second priority being to purchase a cover (which was easy to use) to retain the heat.

(Moved Stevens / Seconded McMaster)

Carried

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3. Action 316: Organise a visit to the Martinborough Swimming Pool with council officers and Cr Stevens; Adi McMaster

5.4 Community Response Plan

MCB RESOLVED (MCB 2012/32):

1. To receive the information.
2. To thank council officers for the report, and request that the Board be involved in the process and be provided with updates once key roles have been allocated.

(Moved Guscott / Seconded Colenso)

Carried

6. COMMUNITY BOARD CONFERENCE

The Community Board asked that allowance be made in the budget for three people from Martinborough to go to the LGNZ Community Board Conference.

7. GOVERNANCE REVIEW

Mayor Staples gave an overview of the next steps in the Wairarapa Governance review project and an update on the proposed changes to the Local Government Act which was expected to be adopted by November 2012. Mayor Staples said financial investigations into the Governance Review Report findings were still to be undertaken and once these had been completed a better picture of the proposed options could be taken to the wider public.

8. COMMUNITY BOARD/COUNCILLORS REPORTS

8.1 Town Centre Committee

Mrs Gibbs reported that the Town Centre Committee were waiting for the Martinborough Square Management Plan to be finalised.

8.2 Considine Park Committee

Mrs Gibbs reported that contractors were due to start development work in the park and outlined the planned works.

8.3 Town Hall Committee

Mrs McMaster reported that the committee were disappointed that the Community Board and Council were not planning celebrations to mark the centennial of the Town Hall. Mrs Colenso noted that the Board would be pleased to review an application for funding assistance and as previously discussed fully supported the planned events but were not in a position to undertake an independent event.

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8.4 Martinborough Playground

Mrs Guscott reported that the playground equipment had been further delayed but should arrive by mid July 2012.

8.5 General Business

Mrs Colenso provided an update on the planned Ngawi plantings and advised that a planting plan was to be developed.

Mrs Colenso tabled the Wellington Regional Rail Plan and asked members to advise her if they wished to attend a GWRC meeting to discuss the Fare System Review and the Regional Rail Plan.

MCB NOTED:

1. Acton 317: Email an update to members on the work the Lions will be undertaking in Considine Park after confirmation with council officers; Cr Stevens
2. Action 318: If required, trim the olive trees on Council land at Palliser and tidy the surrounding area; M Allingham

9. CORRESPONDENCE:

9.1 Inwards

From Victim Support to Martinborough Community Board dated 24 May 2012.

From Martinborough Community Gym to Martinborough Community Board dated 15 May 2012.

9.2 Outwards

Mrs Colenso tabled the following outwards correspondence.

From Martinborough Community Board to Council (Draft LTP submission).

From Martinborough Community Board to Council (Martinborough Square Draft Reserve Management Plan submission).

MCB RESOLVED (MCB 2012/33) to receive the inwards and tabled outwards correspondence.

(Moved Cr Stevens/ Seconded Gibbs)

Carried

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10. FINANCIAL ASSISTANCE:

10.1 Pirinoa School

MCB RESOLVED (MCB 2012/34) that \$500 be granted to the Pirinoa School 125th Jubilee Committee for the Pirinoa School 125th Jubilee celebrations.

(Moved Colenso/ Seconded Guscott)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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**Martinborough Community Board
Action Items
From 11 June 2012**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
1092	MCB	21-Nov-11	Action	Pam Colenso	Request that a quote for a concrete picnic table (for placement at Tora) is provided to the Community Board for funding consideration	Open	Community is organising pricing from P&K
198	MCB	30-Apr-12	Action	Cr Stevens	Coordinate and negotiate between council officers, community board members and the Lions what work should be undertaken by the Lions in Considine Park and when the work would be undertaken	Open	On hold until the engaged contractor has completed works in the park.
199	MCB	30-Apr-12	Action	Mark	Request maintenance be undertaken on the round-about to free the rotating mechanism	Actioned	25.5.12. Have asked contractor to loosen off the bearings. 29.6.12 Trying another bearing as first one didn't work. Bearing has been ordered. In hand.
200	MCB	30-Apr-12	Action	Mark	Arrange for the lights in the Martinborough Square to be fixed	Actioned	10/7/12 Parts have been ordered (6 week delay) and David Patten has been scheduled to fix the problem when the parts arrive.
201	MCB	30-Apr-12	Action	Mark	Provide an update to the Martinborough Community Board on the footpath plan for the town	Open	25.5.12. Resurface Princess Street footpath. Kitchener to Cologne repair identified dangerously uneven areas. No plan for 2012/13 yet. 10.7.12 A 3-year plan is to be provided to the August MCB meeting
202	MCB	30-Apr-12	Action	Pam Colenso	Arrange an onsite visit with council officers and the community board to Oxford Street in order to understand the technical issues relating to redesigning of open drains and widening of the road so this may be included in the MCB submission to the draft LTP 2012/2022	Open	Carry forward
315	MCB	11-Jun-12	Action	Mark	Adjust the new Martinborough lookout sign so the board is on an angle suitable for reading (as per the plan);	Actioned	29.6.12. Oldfields have been asked to fix it.
316	MCB	11-Jun-12	Action	Adi McMaster	Organise a visit to the Martinborough Swimming Pool with council officers and Cr Stevens	Actioned	
317	MCB	11-Jun-12	Action	Adi McMaster	Organise a visit to the Martinborough Swimming Pool with council officers and Cr Stevens	Actioned	
318	MCB	11-Jun-12	Action	Cr Stevens	Email an update to members on the work the	Open	On hold until the engaged contractor has

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
					Lions will be undertaking in Considine Park after confirmation with council officers		completed works in the park.
319	MCB	11-Jun-12	Action	Mark	If required trim the olive trees on Council land at Palliser and tidy the surrounding area	Open	29.6.12. To be done as part of coastal reserves clean up.

Martinborough Community Board											
Income & Expenditure to 31 May 2012											
	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12
INCOME											
Balance 1 July 2011	32,210.78	32,210.78	32,210.78	32,210.78	32,210.78	32,210.78	32,210.78	32,210.78	32,210.78	32,210.78	32,210.78
Annual Plan 2011/12	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00	20,930.00
TOTAL INCOME	53,140.78	53,140.78	53,140.78	53,140.78	53,140.78	53,140.78	53,140.78	53,140.78	53,140.78	53,140.78	53,140.78
EXPENDITURE											
Members' Salaries	673.50	1,366.64	2,049.96	3,243.70	4,093.88	4,944.06	5,794.24	5,466.59	6,149.91	6,833.23	7,516.55
Members' Expenses	-										
Total Personnel Costs	673.50	1,366.64	2,049.96	3,243.70	4,093.88	4,944.06	5,794.24	5,466.59	6,149.91	6,833.23	7,516.55
Technology Solutions - Laptop Mba Library		2,064.00	2,064.00	2,064.00	2,064.00	2,064.00	2,064.00	2,064.00	2,064.00	2,064.00	2,064.00
Travel Exps Community Board Conference			613.20	613.20	613.20	613.20	613.20	613.20	613.20	613.20	613.20
Mitre 10 - Plywood				347.83	347.83	347.83	347.83	347.83	347.83	347.83	347.83
Mitre 10 - Mural - yellow,white,blue					35.42	35.42	35.42	35.42	35.42	35.42	35.42
Local Government - Community Board Levy					166.67	166.67	166.67	166.67	166.67	166.67	166.67
Hart Sport - Kickboards						431.30	431.30	431.30	431.30	431.30	431.30
Martinborough Business Asso. - Barrel Race								192.50	192.50	192.50	192.50
Total General Expenses	-	2,064.00	2,677.20	3,025.03	3,227.12	3,658.42	3,658.42	3,850.92	3,850.92	3,850.92	3,850.92
Mba Community Gym			1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Mba Community Patrol				500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00
Fireworks				188.21	188.21	188.21	188.21	188.21	188.21	188.21	188.21
NZ Council of Victim Support								500.00	500.00	500.00	500.00
Adrienne Macmaster - Fireworks									188.21	188.21	188.21
Maths Wairarapa											200.00
Total Grants	-	-	1,000.00	1,688.21	1,688.21	1,688.21	1,688.21	2,188.21	2,376.42	2,376.42	2,576.42
TOTAL EXPENDITURE	673.50	3,430.64	5,727.16	7,956.94	9,009.21	10,290.69	11,140.87	11,505.72	12,377.25	13,060.57	13,943.89
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	52,467.28	49,710.14	47,413.62	45,183.84	44,131.57	42,850.09	41,999.91	41,635.06	40,763.53	40,080.21	39,196.89
LESS: COMMITMENTS											
Salaries to 30 June 2012	9,890.50	9,197.36	8,514.04	7,320.30	6,470.12	5,619.94	4,769.76	5,097.41	4,414.09	3,730.77	3,047.45
Funds for walkway plantings at Ngawi			5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
									1,500.00	1,500.00	1,500.00
Total Commitments	9,890.50	9,197.36	13,514.04	12,320.30	11,470.12	10,619.94	9,769.76	10,097.41	10,914.09	10,230.77	9,547.45
BALANCE TO CARRY FORWARD	42,576.78	40,512.78	33,899.58	32,863.54	32,661.45	32,230.15	32,230.15	31,537.65	29,849.44	29,849.44	29,649.44

MARTINBOROUGH COMMUNITY BOARD

16 JULY 2012

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To update the Community Board/Committee on the Corporate Support, Planning and Environment and Infrastructure and Services activities.

Recommendations

Officers recommend that the Board/Committee:

1. *Receive the information.*

1. Executive Summary

The draft long term plan was adopted on 8 May and the submission process has been completed. This has included public meetings, collation of the submissions and commentary on those submissions that required input.

Progress is being made on the replacement local authority software suite. After the tender process, which included two days of presentations with the shortlisted vendors, NCS were selected as the preferred supplier. Implementation of the key modules will be 1 July 2012, the remaining modules shortly thereafter.

The archiving project is progressing, with phase two now underway.

The vehicle storage area has been complete and the staff recreation area is nearing completion

2. Discussion

2.1 LTP

The consultation phase of the LTP has been completed, with four public meetings held; submissions received, collated and commented on where necessary and Council hearings and deliberations meetings held.

Audit New Zealand were onsite during the week commencing 25 June for final signoff.

Final adoption was 27 June.

2.2 Operating System Replacement

Following the request for Proposal process, NCS were selected as the preferred vendor.

The implementation process has commenced and is progressing well.

Go live for most of the modules will be July 1 2012 (there is never a good time). The remaining modules will be implemented shortly thereafter.

We will be preparing the annual report out of the old ACS system. This is still supported and has a couple of key benefits including backup should the NCS implementation stall. Also, if we were to try and prepare the annual report out of the new system, audit would spend a considerable amount of time reviewing the transfer of data prior to the commencement of the actual audit.

The audit of the transfer of the data can be undertaken at a more convenient time.

2.3 Rate Arrears

Efforts continue on rate arrears. The table below outlines the situation as at 19 June 2012, and excludes multi ownership Maori land.

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

It is encouraging to note the amount outstanding is at the lowest level for a year. While the number of properties in arrears is still relatively high, we have made some progress on those ratepayers who owed a significant amount.

Of the 632 properties in arrears, approximately 160 are paying a regular amount towards their arrears, and 70 have balances less than \$100

2.4 Archival Project

The archiving project is progressing, with stage one being completed, stage two has commenced.

Stage two of the archive project is to physically process the council's archives so they can be accessed and securely preserved to comply with legal requirements and the council's policy.

2.5 Photocopier replacement

Work has commenced on the replacement of our photocopier fleet. We are somewhat fortunate with the timing of the replacement as local authorities recently became eligible for the "all of Government" pricing, which is (apparently) significantly cheaper than we would otherwise have been able to achieve.

This will be a fairly involved process and will take a while to work through, and other matters do need to take priority.

PLANNING AND ENVIRONMENT GROUP REPORT

1. Planning

1.1 Resource Consents

Officers received 17 consent applications since 1 May 2012. 14 consents were approved since 1 May (5 of which were received in April) all within the statutory timeframes. Officers now provide detailed fortnightly updates on all consents direct to Councillors and Community Board members, so consent details are not listed here.

1.1.1. Private Plan Change 3858 appeal

Private Plan Change 3858 was approved by Council but appealed by NZTA. The appeal has been resolved and the amended rules to reflect the agreement will be approved by the court soon.

1.1.2. GE & CJ Tyer Coastal Subdivision application

Resource consent application number 3993 has been placed on hold at the request of the applicant. The hearing that was scheduled for 7 June 2012 is postponed until early August, the time and date to be confirmed.

1.2 Policy

1.2.1. Reserve Management Plans

The Martinborough Square Reserve Management and Development Plans were re-notified on 21 March 2012 and submissions closed on 30 May 2012. A hearing was held on 4 July 2012.

1.2.2. Bylaws

Officers will meet with Masterton District Council to discuss the completed Draft Bylaws, which will then be submitted to Council for approval to go ahead with public consultation. Note: The Bylaws will be submitted to Councillors electronically after the 27 June 2012 meeting.

1.2.3 Community Response Management Plans

At the last round of Community Board meetings a draft document was circulated to be commented on. The plan details key information, people and actions in order with a view to helping a specific community be self-sufficient for a period of three days in the event of an emergency.

2. Building

2.1 Building consents

Processing statistics for: 1 March 2012 – 31 March 2012

Item	Period	Year to date	Same period last year	Annual Plan
Consents received	30	311	34	N/A
Consent processing performance (within 20wd's)	100%	100%	96.97%	90%
COA processing performance	50%	66.67%	0%	N/A
CCC processing performance	100%	99.64%	97.37%	100%

Consents granted by project: 1 May 2012 – 31 May 2012

Code	Type	Avg. Duration (Days)	No. of consents	Value
AH	Single Story Stucco/Txt Ct etc with P&D	15	1	400,000
MA	Solid Fuel Heater	6.8	13	57,917
MB	Minor Plumbing Work	7.0	3	23,708
MD	Drainage Work – New Effluent Systems	21.0	2	18,160
ME	Wet Area Shower (Vinyl Floor)	7.0	1	14,673
NE	Single Story Stucco/Texture Coat etc – Urban	14.5	2	617,500
NF	Single Story Stucco/Texture Coat etc – Rural	3.0	1	350,000
NS	Single Story Stucco/Texture Coating/Ply Rural detached Garage	15.0	1	450,000
RA	Relocated Residential Dwelling - Urban	3.0	1	10,000
RB	Relocated Residential Dwelling - Rural	13.0	2	134,000
SA	Garden Sheds/Retaining Walls/Carports	13.7	3	15,000
SC	Minor Farm Buildings	8.9	8	125,100
SD	Large Farm Buildings	20.0	1	18,500
SF	Proprietary Garages Standard	16.5	2	29,690
SI	Proprietary Garages & sleepout - inc P/D	2.0	1	50,000
SL	Residential Repile	4.0	2	21,000
		10.0	44	2,335,248

COA Certificate of Acceptance

CCC Code Compliance Certificate

Building consent numbers from 1 July 2011 to 11 June 2012 show as 289. For the same period the year before the number was 329.

2.2 Enforcement

None to report

2.3 Policy

None to report

2.4 Other matters

Licensed Building Practitioners (LBP)

Recently officers attended a cluster group meeting where representatives from the Department of Building & Housing (DBH) were present. The DBH asked several questions about issues Building Consent Authorities (BCA's) are facing since the introduction of the Licensed Building Practitioners (LBP's) scheme. From the response from each BCA it is clear that there is a continuing frustration with the level of detail being supplied from the designers to show compliance with the NZ Building Code for the building consents being submitted. It was also identified that the level of knowledge from the builders is also lacking. It will take a considerable amount of time before LBP's become fully competent and that there was a lack of training provided in the industry to learn about building code requirements.

On-line consenting

A request has been made by the DBH to attend our next cluster group meeting to discuss the proposed on-line consenting scheme. The Department, in collaboration with Land Information New Zealand, along with the Ministry for the Environment, is in the early stages of investigating the concept and feasibility of developing an integrated online strategy that will utilize smart technology that links all aspects of the construction process, from design through procurement and construction and maintenance, to achieving productivity gains and quality improvements within the built environment.

A key component of this initiative is the development of a National Online Consenting system. It is hoped the new system can be introduced in the 2013/1014 financial year.

It would introduce a centralised, paperless, internet based hub that receives, captures, and allows consistent processing of all building consent applications. Processing of consents, including inspections, will be conducted by Building Consent Authorities.

The final aim is a service that provides for, and facilitates, the 'end-to-end' processing of consents using standard forms and consenting processes to provide applicants with a common experience, regardless of which Building Consent Authority (BCA) receives their consent application.

Forms

Two new national building consent application forms will be implemented on the 1 July 2012. Several lower North Island BCA's have already implemented the forms. It has been decided that we will review our other application forms and checklists to see if these can be amended so everyone is using the same forms. This will create consistency between the lower North Island BCA's.

Earthquake Prone Building Policy

Council officers met with representatives from the other TA's, Civil Defence staff, and various building industry practitioners and engineers last week to discuss building specific emergency response issues. Out of that meeting it has been

decided to work towards an improved combined EQP building policy that can better address at risk buildings.

Additionally a focus group was formed to make progress in preparedness for an emergency event. This group will collate a comprehensive list of key infrastructure and buildings, and key building industry personal throughout the Wairarapa. These lists will be actively managed and kept up to date, and the identified people with key skills will be contacted and a network developed to aid efficient response capability.

3. Environmental Health

3.1 Liquor Licensing

18 Liquor licenses were issued in May 2012

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

3.1.1. Alcohol Reform Bill Update

The way forward for the Alcohol Law Reform Bill is now set in place. The Bill will be back in the house sometime in July for debate by the whole of committee. This will take 5-6 sitting days. There are numbers of supplementary papers with 'fixes' that have been identified. There will be a conscience vote on purchase age. The revised Bill will re-written and will come back to the House within another 4 weeks for the third and final reading and will be given Royal Assent(RA). At RA the Bill will be named The Sale and Supply of Alcohol Act. The LLA will become the Alcohol Regulatory Licensing Authority (ARLA). At 6 months from RA ARLA is to be operational and applications will be required to meet the new criteria. ALRA will determine contested applications based on the new criteria. AT 12 month from RA the District Licensing Committees (DLC) will need to be operational and able to process and hear unopposed and contested applications and the rest of the Act will come in to force.

For transition purposes applications will be dealt with as follows:

- Up to and until 6 months from RA SOLA.
- From 6 months to 12 months SOLA PLUS new criteria
- From 12 months Sale and Supply of Alcohol Act (SSAA) plus any LAP restriction if the LAP is in place.

CEOs and Mayor will be /have been told they need to turn the attention to what is coming and start thinking about the makeup of the DLC and an LAP.

LGNZ and Ministry Of Justice are keen to swing behind TAs and assist with generic templates and advice.

MOJ are developing a risk based fees matrix that TAs will apply to applications.

3.2 Food Bill update

The latest report from meetings with MPI (formerly MAF and NZFSA) is that there has been no further progress through parliament but it is the Ministers top priority. A reading may be held in September 2012 with a commencement for the Act 12 months from royal assent.

3.3 Noise control

14 noise complaints were received during May 2012.

Eleven for Featherston, three for Greytown and none for Martinborough.

3.4 – Emergency Management

Both EHO's attended a Regional Public Health emergency preparedness workshop held at WEMO Wellington. The purpose of this was to identify how public health and environmental health risks would be managed in an emergency with a focus on the lessons from Christchurch.

3.5 By-laws and animal control

3.5.1. Overhanging trees

Fourteen notices have been sent out for overhanging vegetation. Twelve have been resolved to date.

3.5.2. Dog and stock control

32 Dog complaints were received during May 2012.

Thirteen in Featherston, eleven in Greytown and eight in Martinborough.

Bylaws officers are also currently dealing with two sheep attack incidents in Featherston. Three sheep have been mauled. It is likely that a single dog is responsible. The investigation is proceeding.

A wandering dog that has been the subject of many complaints from several Featherston residents has finally been caught. The dog has since been signed over to Council and has been removed from the District.

Contact Officer: Glenn Bunny, Group Manager Planning & Environment

INFRASTRUCTURE AND SERVICES GROUP REPORT

1. Asset management

The new Asset Management position and change to the Infrastructure and Services group is underway. The new position descriptions have been accepted and the advertising of the new positions will be take place shortly.

The initial focus will be on an accumulation of information on existing projects, schemes, plans, consent conditions etc. This will be the foundation of the projects delivery going forward.

Work has continued on the asset modelling system with 3 waters, buildings, roads and playgrounds now in as first cut data. Finding accurate condition data has been difficult and some information will need to be collected as part of the development of the new contract schedules.

The format below showing waste water pumps will be how the information is represented and developed. It will form part of the future asset management plans for assets groups and feed into future Annual Plans Long Term Plans.

Summary of Modelling Results for: Waste Water Pumps & Valves

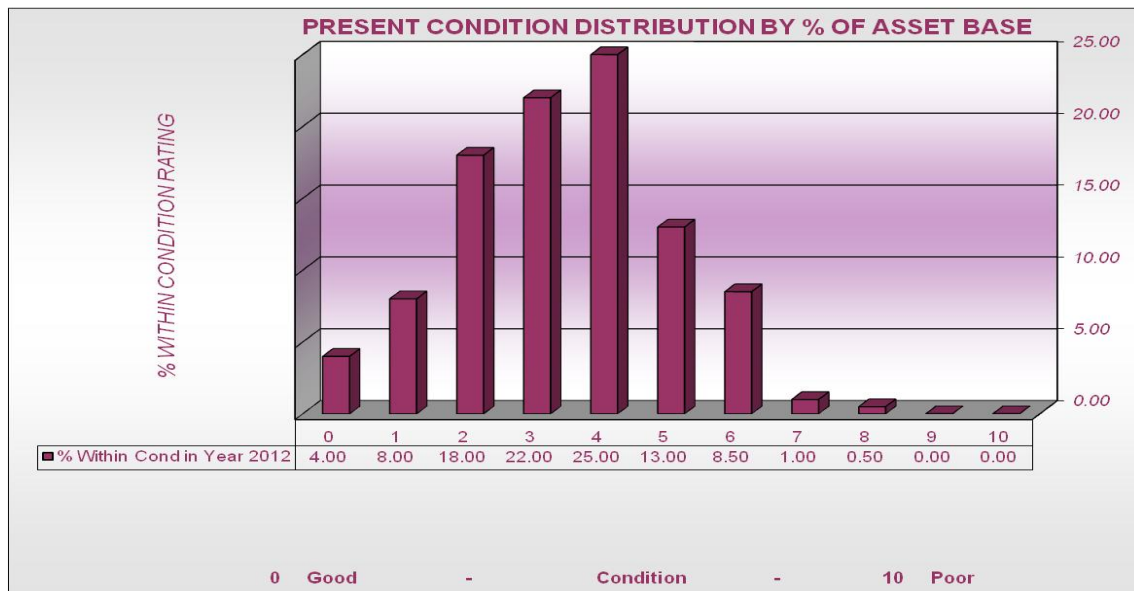
Table No IAS 1 Asset Performance

Within the Waters

Characteristic	Figure	Exp. Range	Characteristic	Figure	Exp. Range	% of Demand Type Being Met	% of Demand Type Being Met
Present Annual Renewal Expenditure	\$52,000	N/A	Present Annual Renewal Demand From Modelling	\$59,807	N/A	% of Present Demand Met	86.95%
Total Asset Group Quantity	1	N/A	Av Annual Renewal Demand (Long Term)	\$55,194	N/A	% Long Term Demand Met	94.21%
Units	No	N/A	Av Unit Renewal Cost in \$/Unit	\$2,759,717.52	N/A		
Total Cost to Renew the Whole Asset Group in \$	\$2,759,718	N/A	% at and above Intervention Level (in Poor Cond)	1.50%	0 to 10%		
Annual Maintenance Exp.	\$0	N/A	Present Value of assets above Intervention	\$41,396	N/A		
Retreatment Intervention Condition Level	7.00	7 to 10	% at & Under Cond 2 (%In Excellent Cond)	30.00%	< 35%		
Return Cond Level following Renewal	2.00	0 to 4	Largest Individual % in Starting Condition Dist.	25.00%	< 30%		
Life to Condition 10 in Years	50.0	10 to 250	St Dev of Condition Distribution	9.20	< 10.0		
Life in years to Intervention Level	41.0	10 to 250	Condition Distribution Accuracy Indicator	2.30	< 5.5		

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Sheet Note



2. Contracts

2.1 Utilities and Facilities Management

The following schedule is still on track for delivery. One tender has withdrawn and the remaining tenderers are currently reviewing facilities for pricing.

Proposals Close	25 June 2012
Initial Evaluation by the team. Individuals to complete prior to this.	9/10 July 2012
Presentations from Submitters	16/17 July 2012
Site Visits	19/20 July 2012
Shortlist Top Two	23/24 July 2012
Price Clarification	25/26 July 2012
Preferred Submitter(s) Recommended to Chief executive	27 July 2012
Preferred Submitter Notified	27 July 2012
Negotiations	30 July 3 Aug 2012
Chief Executive Approval	3 Aug 2012
Council Approval	8 Aug 2012
Tenderers Notified	10 Aug 2012
Contract Commences	1 Oct 2012

Detailed reviews are taking place on the Anzac Hall and the three pools to review current standards, work required and the development of a maintenance management plan. These plans as developed, will fold into the new contract as maintenance schedules and inspection programs to proactively deal with asset management requirements.

Once negotiations are underway, discussions will be held with the CE and/or Council to ensure the changes to service levels (used to moderate price) is acceptable to the community.

3. Consents

3.1 Consent meetings

Regular meetings are being held with Greater Wellington Regional Council on all consents, current and future renewals.

The Regional Councils' focus remains that Council must continue to achieve compliance where non-compliance has existed previously; and that in regard to the new consent applications where required Council must commit and demonstrate a commitment to improved environmental outcomes Significant Water Consents.

3.1.1. Wastewater

The consent application lodgement for the Greytown WWTP and the latest timeline indicates lodgement by end of September 2012.

The new AEE and consent application lodged for the Martinborough WWTP consent renewal is under development and is expected to be re-lodged by mid July. The Featherston WWTP consent renewal application has been submitted. Greater Wellington has accepted the application but is developing a Section 92 request for further information in regard of the consent application. It is expected that this request will require Council within the time frame of the consent (term requested is eight years) to provide tertiary treatment infrastructure that will reduce adverse effects on the receiving environment.

This means that Council will have to offer up the commitments and timelines necessary to achieve this in line with its proposed long term strategy and proposed medium term capital expenditure programme.

3.1.2. Water Takes

The water take consents for Greytown and Martinborough community water supplies were lodged before the end of March 2012. Council has since provided further information for both consents in relation to usage (domestic, non-domestic and irrigation) within the communities and processing of the application continues

3.2 Other consents

The Martinborough landfill consent has been submitted and further information has been requested. The Regional Council have requested that consent applications be lodged to legitimise the current green-waste shredding and cover operations at the Martinborough Site.

An exercise has been undertaken to identify the most cost effective option i.e. the status quo where all green-waste is taken to the Martinborough site and mulched for cover or alternatively freight green waste (un-processed) to Nursery Road Masterton. Masterton District Council's current gate fee of \$62.00 per tonne of green waste make this option not so attractive, however until the consent conditions are made clear this remains one option for the future.

4. Utilities

4.1 Wastewater

4.1.1. Operations

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

Four pipeline blockages were reported and rectified during the period.

4.1.2. Water Supply Capital

No capital works programmed or implemented during the period.

4.2 Water Supply

4.2.1. Operations

Leak detection work has been completed in Martinborough water supply network with no major leaks found but a number of smaller leaks around

services pipes and the smaller diameter pipelines. Repair work for these items has been scheduled and is underway.

This completes the in reticulation leak detection work for the three serviced areas which ought to be conducted on at least a three year cycle.

Community water usage records and trending is attached for Council's information.

4.2.2. Capital

Bore water availability investigation continues at Woodside and Underhill Roads with some early indication of good potential at Woodside Road close to the Ultra-filtration Plant

4.3 Water Races

Water races operated normally during the period.

The Three Waters Focus Group recently expressed a wish that the Council undertake a review of the water race network within the District:

The objects of this review include:

- Optimal use of the systems
- Possible Opportunities to extend benefits to existing users
- The development of a range of recommended actions for the future purposes of the system(s)

4.4 Waste Management

4.4.1. Operations

Operations continued without incident throughout the period. Waste export and recycling tonnage data for the period is attached.

5. Roding

5.1 Roding maintenance – Oldfield Asphalts

Routine maintenance is satisfactory; Oldfields are grading unsealed roads, fixing potholes and straightening signs.

Significant other recent works include;

- Renewal of signs on the Greytown Bidwills Rd.
- Metalling of unsealed roads. 8000 cu m of metal has been produced and was spread during May and June.
- Replacing old an inadequate culverts, 4 in recent weeks

The frequent repair of slumping of the White Rock Road on Ushers Hill is continuing on an almost weekly basis.

Oldfields have also repaired slumping on the Te Awaiti Rd at the "Glue Pot".

On the Cape Palliser Road at the Whatarangi Cliffs, Oldfields are constructing a retaining wall above the boulder beach to protect the road and cliff from rain

and wind erosion. This may be the first of several walls required over the next 10 years.

6. Parks and Reserves

Routine maintenance is satisfactory and Transfield's response to requests for additional works has been prompt.

7. Property and Facilities

7.1 Properties

Featherston Information Centre – Exterior works continue. Window repairs and restoration of the front doors are underway and the exterior will be painted by mid June.

Featherston Library – The ramp has now been completed.

Pain Farm Cottage – Insulation has now been installed in the ceiling.

7.2 Pensioner Housing

Units 1, 2, 7 and 8 of the Burling Flats have had roofs replaced. The television aerials will also be removed and placed on the side walls of the flats.

7.3 Swimming Pools

Thompsons Fibre glassing has produced reports on the current condition for SWDC's three pools and maintenance required to bring them up to current pool standards. These reports have been issued to the Community Boards for their review. The next step is to prioritise required works and draft a works programme for review and approval.

7.4 Cemeteries

Featherston Cemetery Extension Stage 1 shelter belt planting has been completed. Fencing to protect this planting is underway.

A new ashes wall is currently being built in Featherston Cemetery.

7.5 Camping Grounds

Greytown Camp Ground lease was awarded to Neil and Anne Smith. Lease negotiations are underway with the lease due to commence 1 July 2012.

7.6 Leases and Licenses

Pain Farm Land Tender – This tender closed on 14 May 2012 and was awarded to Mike Moran (incumbent leasee). Lease commenced 1 June 2012.

Stella Bull Park Building – Expressions of Interest have been called for the Stella Bull Park Building (currently the Wairarapa Wine Centre) and proposals are due mid June. The current lease is due to expire 31 July 2012.

8. Libraries

8.1 Statistics all Libraries

Refer appendix 1 for statistics:

- Issues
- Transactions
- New Borrowers

- Wifi Internet Usage
- Summer Reading Programme
- Door Count

9. Appendices

Appendix 1 – Statistics all Libraries

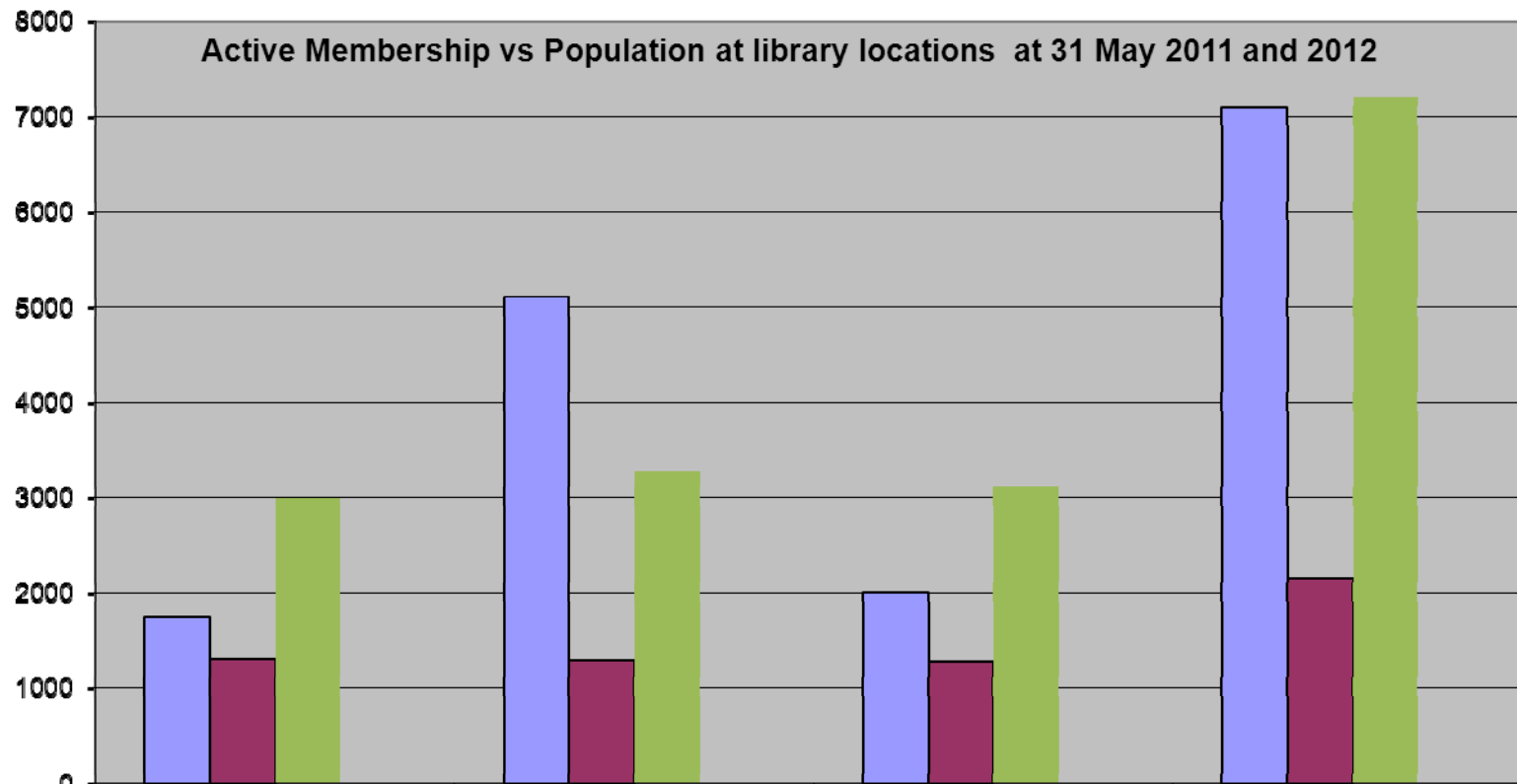
Appendix 2 – Monthly Water usage

Appendix 3 – Waste exported to Bonny Glen including Recycling

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

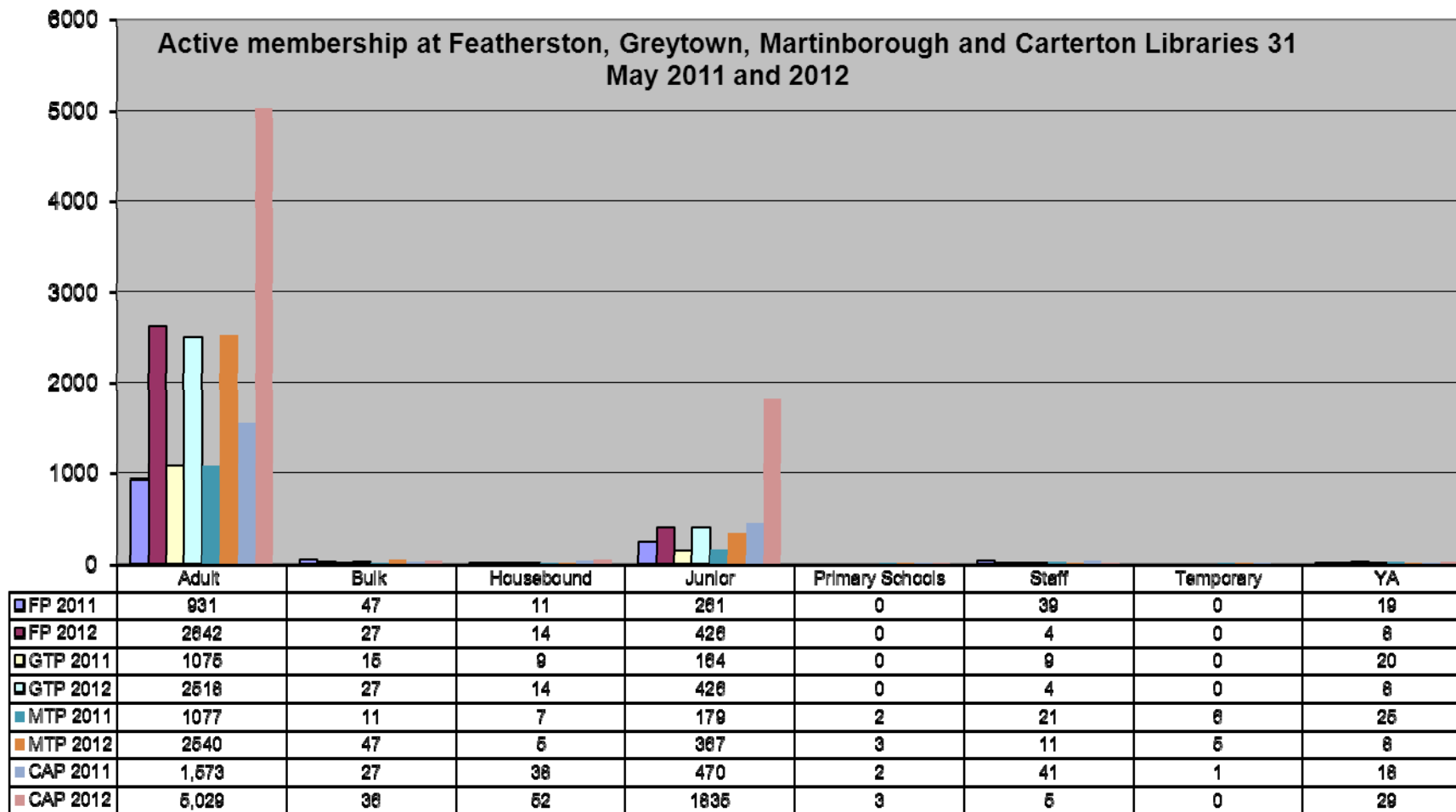
Reviewed by: Dr Jack Dowds, Chief Executive Officer

Appendix 2 – Statistics all Libraries



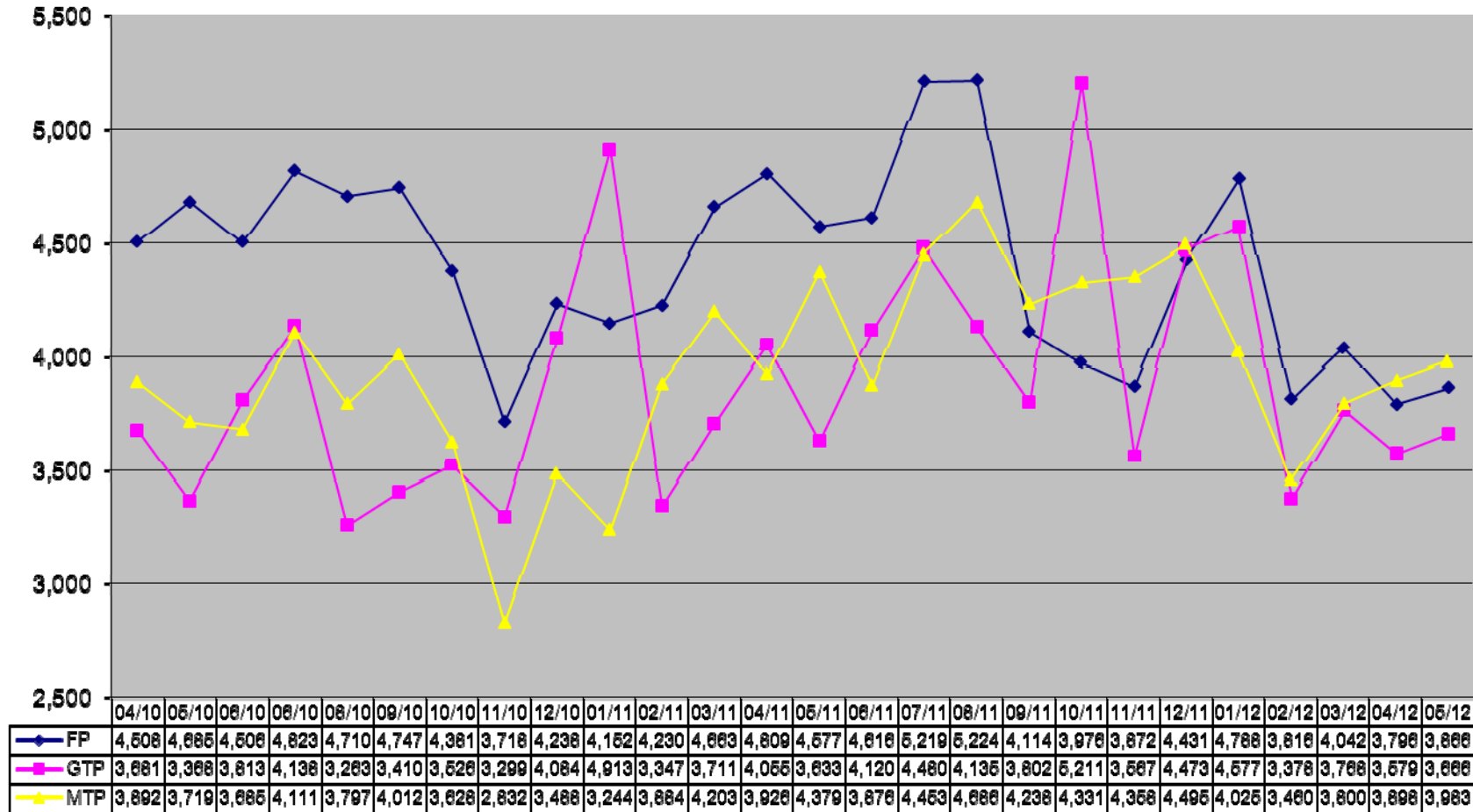
	MartInborough	Featherston	Greytown	Carterton District
Population*	1764	5124	2001	7098
Membership 2011	1328	1309	1292	2170
Membership 2012	2997	3297	3139	7227
% Increase 2011/2012	125.68%	151.67%	142.96%	233.04%

Membership at the libraries has increased significantly over the last year with the largest rise at Carterton. The new Events Centre and the Toy Library now part of the Public Library will have influenced that rise.

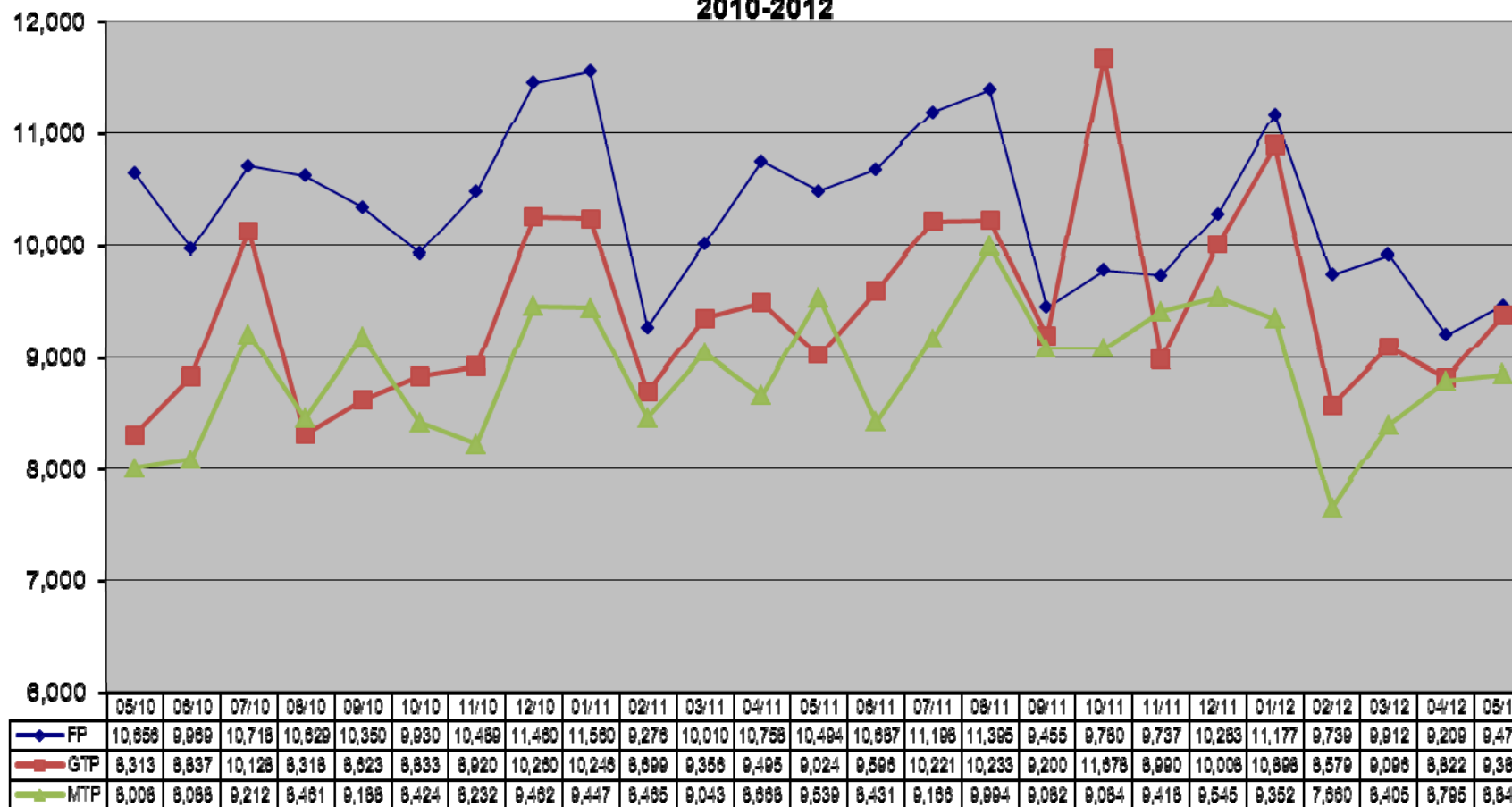


This is a breakdown of the previous membership rise to show what category of members have joined. The major rise has been in Adult membership although Junior does also show an increase. Young Adult membership has decreased, however may reflect the limitations of the current Library Management System (it does not automatically upgrade a Junior Borrower to YA category).

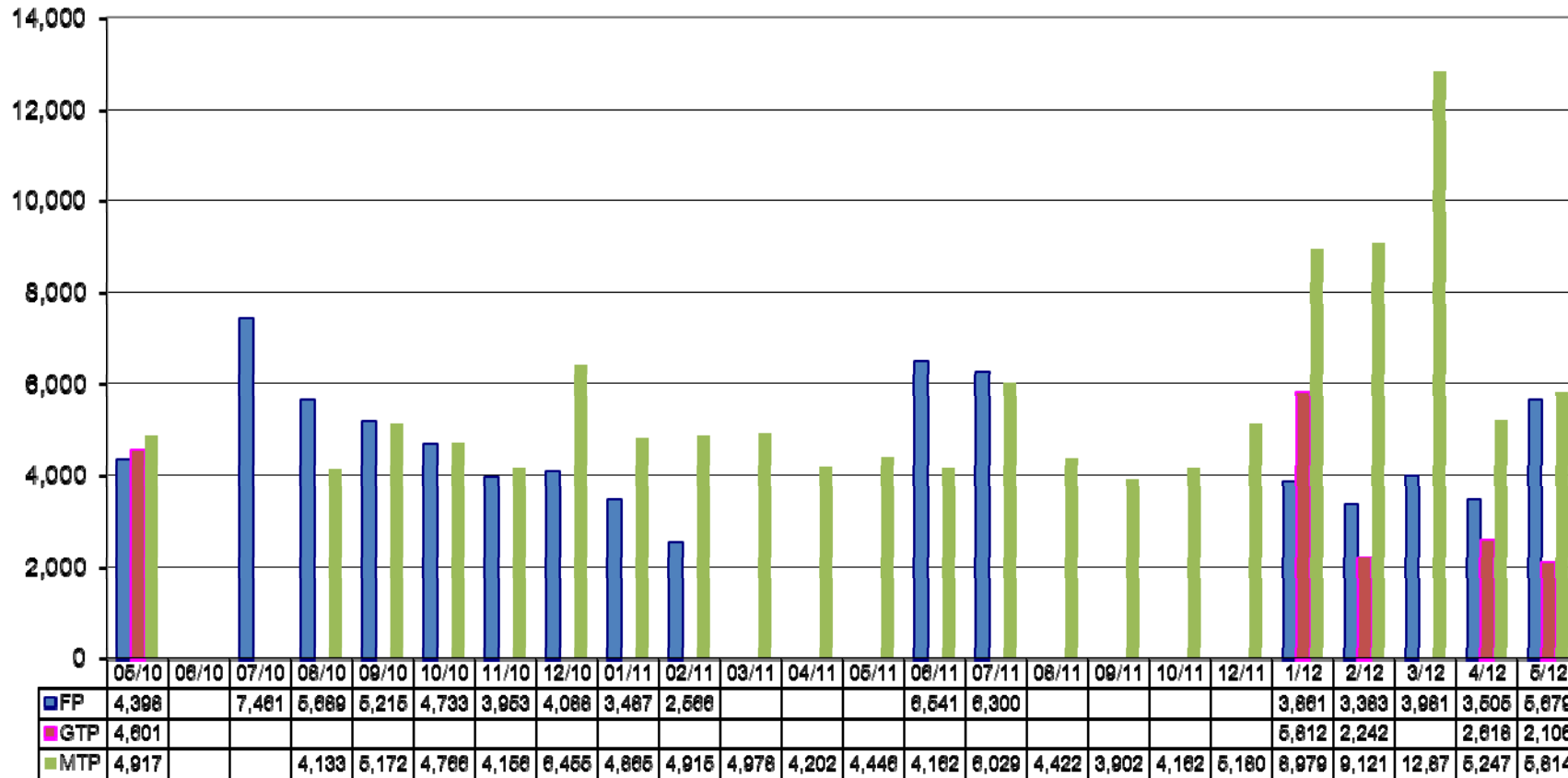
Issues: Featherston, Greytown and Martinborough Libraries: 2010-2012



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

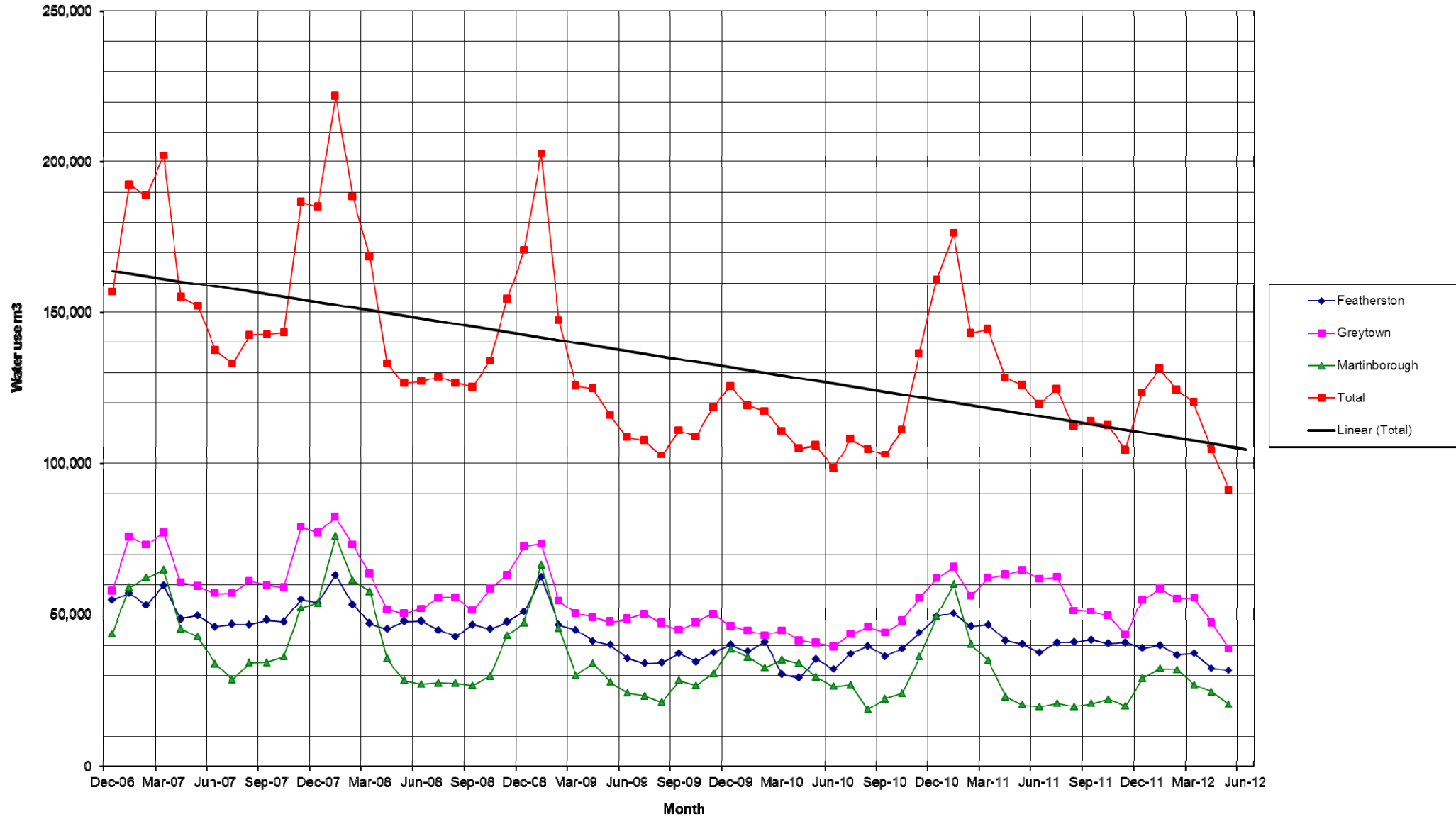


**Door count, Featherston, Greytown, Martinborough libraries
(no count = battery failure or human error)**



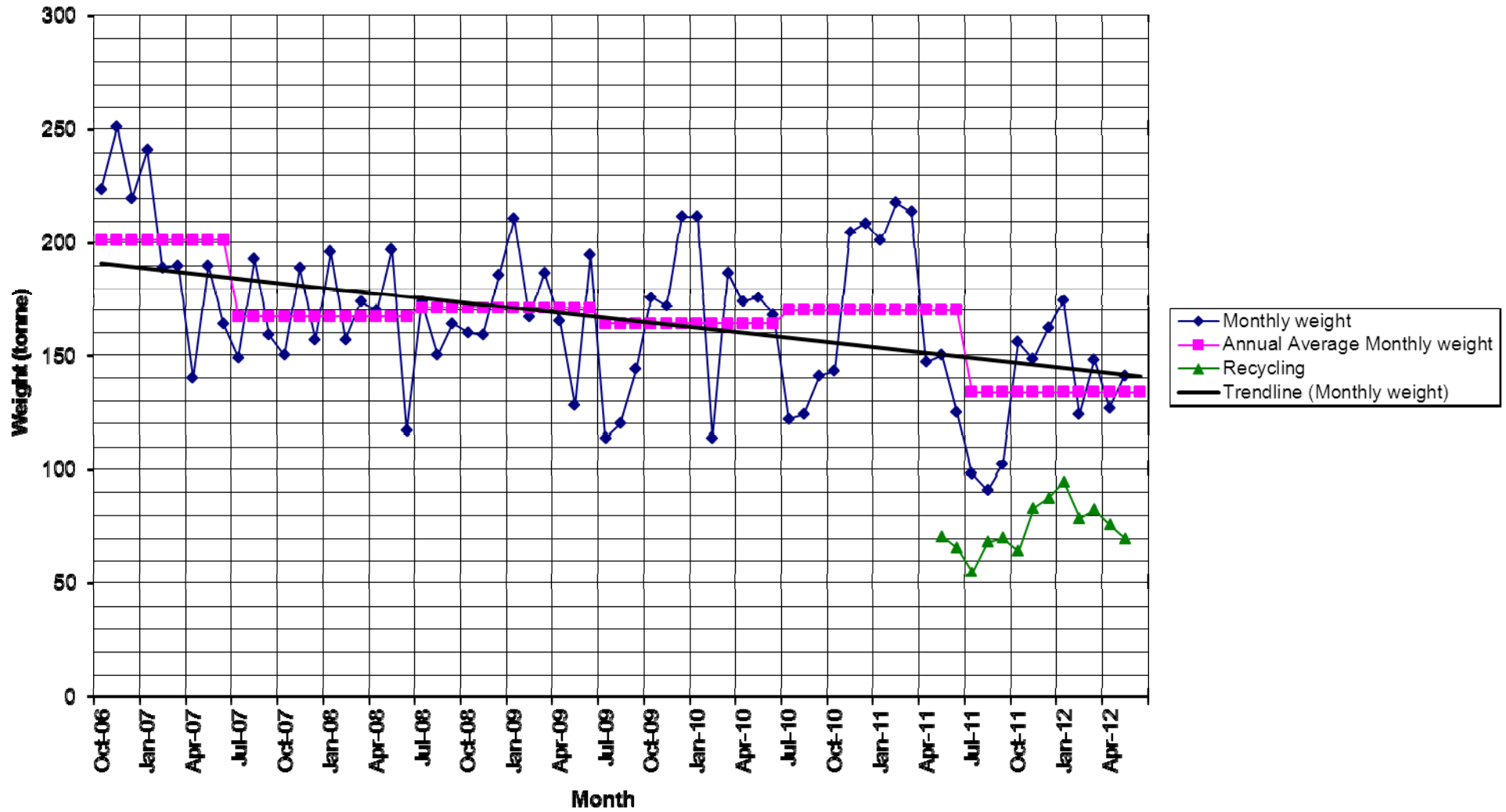
Appendix 3 – Water Usage

Water use South Wairarapa District Council



Appendix 4 – Waste Exported to Bonny Glenn including Recycling

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



MARTINBOROUGH COMMUNITY BOARD

16 JULY 2012

AGENDA ITEM 6.2

PAIN FARM EXPENDITURE PROTOCOL

Purpose of Report

To present the work to date on the Pain Farm Expenditure Protocol

Recommendations

Officers recommend that the Board/Committee:

1. *Receive the information.*

1. Executive Summary

The Pain Farm expenditure protocol has gone through a period of consultation, and was presented to the 4 April 2012 Policy and Finance Committee of Council.

The resolution of that committee was:

Pain Farm Expenditure Protocol

Cr Stevens advised that the protocol had been circulated to the Martinborough Community Board.

P&F RESOLVED (P&F2012/15):

1. To receive the information.
(Moved Cr Gray/Seconded Mayor Staples)
2. To adopt the Draft Pain Farm Expenditure Protocol as policy in order to make it visible to the community.
(Moved Cr Stevens/Seconded Cr Napier)

Carried

Carried

The protocol was formally adopted by Council on 27 June.

2. Discussion

2.1 Budget

Attached as Appendix 1 is the budget set for the year.

Note that there is an additional \$6,450 to be added to the revenue for the lease of the landfill / transfer station sites

Accordingly for the year ended 30 June 2013, there is budgeted to be additional funds available of (\$47,736 + \$6,451) \$54,187.

2.2 Year to date May 2012 statement

Attached as Appendix 2 are the YTD May results.

We have added a section showing commitments.

For administrative efficiency, this section will only include amounts where the community board has resolved to set fund aside.

The closing funds available as at 31 May 2012 amounts to \$198,589.

3. Appendix

Appendix 1 – Pain Farm 2012/13 Budget

Appendix 2 – Pain Farm Account

Contact Officer: Paul Crimp, Group Manager Corporate Support

Appendix 1 – Pain Farm 2012/13 Budget

06		Rental/Hire Income	
	153	Rental/Hire - MBA	89,088
30		Personnel Costs	
	301	ACC Levy	-
	303	CEA Health Benefit reimbursed	-
	305	Fringe Benefit Tax	-
	307	Meeting Fees	-
	309	Taskforce Green	-
	315	Salaries & Wages	-
	319	Employee Reimbursements	-
	320	Training (Personal Development)	-
35		Operating Costs	
	321	Equipment Hire	-
	333	Consultants	1,536
	345	General Expenses	1,536
	353	Legal Expenses	5,120
	355	Petty Cash	-
	385	Repairs & Maintenance (Other)	2,560
40		Occupancy Costs	
	405	Cleaning	-
	407	Grounds	-
	409	Utilities	-
	411	Repairs & Maintenance (Buildings)	5,120
	413	Rates/Rent Payable	5,939
45		Internal Charges	
	192	Corporate Services	12,438
	194	Professional Services	5,756
50		Finance Costs	
	463	Depreciation	-
	465	Insurance	1,347
	467	Interest	-
60		Works Costs	
	536	Routine Maintenance - MBA	-
		Total	47,736

Appendix 2 – Pain Farm Accounts

PAIN FARM		
MONTHLY FINANCIAL STATEMENTS		
FOR THE PERIOD YEAR ENDED 31 May 2012		
STATEMENT OF FINANCIAL PERFORMANCE		
INCOME		
Rent Received		
McGillivray	12,434.73	
Moran Payment in advance	44,468.70	
		56,903.43
Interest Received		
Sinking Funds	1,832.87	
Other	8,310.85	
		10,143.72
Total Income		\$ 67,047.15
EXPENDITURE		
Operating Expenses		
Salaries & Wages		
Salaries allocation		-
Consultants		
Consultants	1,106.70	
		1,106.70
General Expenses		
General Expenses	2,571.73	
		2,571.73
Legal Expenses		
		-
Repairs & Maintenance		
Repairs and Maintenance	1,949.31	
		1,949.31
Grounds Maintenance		
Ed's Arborist - Line Clearance	-	
		-
Repairs & Maintenance (Buildings)		
House and Cottage Repairs	2,636.16	
		2,636.16
***Rates & Rent Payable		
Rates paid by SWDC	5,268.12	
Rates repaid by tenants	5,747.04	
		11,015.16
Corporate Services		
Allocation	10,947.45	
		10,947.45
In-House Prof Services		
Allocation	9,595.77	
		9,595.77
Depreciation		
	-	
		-
Insurance		
	2,251.48	
		2,251.48
Works & Services Contractors		
		-
Project Funding		
Martinborough Playground	-	
Martinborough Swimming baths	-	
		-
Administration Expenses		
Interest - Mbo Pool	9,182.47	
Sinking Fund Contributions	4,842.00	
		14,024.47
Total Expenditure		\$ 56,098.23
Total Surplus/(Deficit)		\$ 10,948.92
Less Commitments		
Martinborough playground installation and purchase of equipment		\$ 11,986.00
Pain farm Demolition of Chimney and new fire (council resolution DC2012/40)		\$ 10,089.30
Martinborough Swimming baths		\$ 18,136.16
Martinborough Square Reserves Management Plan		\$ 5,000.00
Centennial and Considine Park Development Plan		\$ 3,000.00
Hawkins Contracting - Stump removal		\$ 282.00
Total Commitments		\$ 48,493.46
Total Surplus/(Deficit) after Commitments		\$ (37,544.54)
STATEMENT OF ACCUMULATED FUNDS		
Opening Balance	01-Jul-2011	\$ 236,133.71
Total Surplus / (Deficit) Year To Date after Commitments		\$ (37,544.54)
Closing Balance	31-May-2012	\$ 198,589.17
*** Rates paid by SWDC and rates received from tenants will net off to zero by 30 June 2012		