



MARTINBOROUGH COMMUNITY BOARD

Agenda 23 October 2018

**Notice of a meeting to be held in the South Wairarapa District Council Chambers,
19 Kitchener Street, Martinborough on Monday 23 October 2018 at 6:30pm.**

MEMBERSHIP OF THE COMMITTEE

Lisa Cornelissen (chair), Fiona Beattie, Victoria Read, Maree Roy, Cr Pam Colenso and Cr Pip Maynard and Maisie Arnold-Barron (student representative).

PUBLIC BUSINESS

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION:

3.1 None advised

4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

5. COMMUNITY BOARD MINUTES:

5.1 Minutes for Approval: Martinborough Community Board
Minutes of 27 August 2018

Pages 1-6

Proposed Resolution: *That the minutes of the Martinborough Community Board meeting held on 27 August 2018 be confirmed as a true and correct record.*

6. CHIEF EXECUTIVE AND STAFF REPORTS:

6.1 Officers' Report to Community Boards

Pages 7-46

6.2 Action Items Report

Pages 47-53

6.3 Income and Expenditure Report

Pages 54-59

6.4 Dublin Street West and New York Street West

Pages 60-63

6.5 Financial Assistance Accountability Report

Pages 64-84

7. NOTICES OF MOTION:

7.1 None advised

8. CHAIRPERSON'S REPORT:

8.1 Chair's Report

Pages 85-91

8.1.1. Community Board Projects

8.1.2. Community Board Budget

8.1.3. Community Board Workshop

8.1.4. Martinborough Christmas Event (Funding request to be tabled)

9. MEMBER REPORTS (INFORMATION):

10. CORRESPONDENCE

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

10.1 Inwards

From Victim Support, to Featherston Community Board, dated 13 September 2018

Pages 92-96

10.2 Outwards

To Ed Martin, from Martinborough Community Board, dated 18 September 2018

Page 97

To Martinborough Business Association, from Martinborough Community Board, dated 18 September 2018

Page 98

Martinborough Community Board

Minutes – 27 August 2018

Present:	Lisa Cornelissen (Chair), Victoria Read, Fiona Beattie, Maree Roy, Cr Pip Maynard, Cr Pam Colenso and Maisie Arnold-Barron (student representative).
In Attendance:	Mayor Viv Napier (from 7:00pm), Mark Allingham (Group Manager Infrastructure and Services) and Suzanne Clark (Committee Secretary).
Conduct of Business:	The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 27 August 2018 between 6:30pm and 9:00pm.
Also In Attendance:	Peter Couchman and Tanya Cowen (Martinborough Business Association), Robin Lockie and Tom Bunny.

PUBLIC BUSINESS

MCB RESOLVED (MCB 2018/51) to add the probable closure of the Martinborough ANZ Bank branch to the agenda as the agenda had been released before the Board were aware of the issue and the matter cannot be delayed as action needs to be taken now.

(Moved Cornelissen/Seconded Roy)

Carried

1. APOLOGIES

MCB RESOLVED (MCB 2018/52) to receive lateness apologies Mayor Viv Napier.

(Moved Cornelissen/Seconded Cr Colenso)

Carried

2. CONFLICTS OF INTEREST

Mrs Cornelissen and Ms Read declared a conflict of interest with items of business from the Martinborough Business Association as they were members of the Association.

3. PUBLIC PARTICIPATION

3.1 Martinborough Business Association

Mr Couchman with support from Ms Cowen expressed concerns regarding parking habits of Martinborough shop owners, employees and residents who parked all day in the golden mile of Martinborough. Community Board support was sought for signage, P90 carpark markings and naming and shaming to change behaviours. Concern was

also raised about visibility at two Jellicoe Street intersections and congestion on Broadway Street.

3.2 Mrs Lockie and Mr Bunny

On behalf of the community Mrs Lockie and Mr Bunny expressed concern about the ANZ Bank's proposal to close the Martinborough branch and sought Community Board support for a public meeting, organisation of a petition and other ideas to get ANZ to reverse the decision.

4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Martinborough Business Association

Members discussed the requests and shared concerns about parking behaviours and congestion on Broadway Street.

4.2 Robin Lockie and Tom Bunny

The Community Board supported a public meeting to discuss concerns of the proposed Martinborough ANZ Bank branch closure and agreed to share information via social media. Councillors Maynard and Colenso undertook to work with locals to progress the campaign.

Ms Read left the meeting at 7:30pm.

Ms Read returned to the meeting at 7:31pm.

MCB RESOLVED (MCB2018/53):

1. Not to support a pedestrian crossing on Jellicoe Street at this time, as support has been given to painting yellow lines on the corners of Venice/Jellicoe and Naples/Jellicoe Streets, and these safety improvements will move traffic away from junctions.

(Moved Cornelissen/Seconded Read)

Carried

2. Action 560: Paint regulation length yellow lines on the corners of Kitchener/Broadway Streets and Venice/Jellicoe Streets and Naples/Jellicoe Streets; M Allingham

3. Action 561: Write to the Martinborough Business Association offering Community Board support in talking to local business owners and residents about appropriate parking noting that support for P90 parking is reserved until more data and evidence could be provided by the Association; P Crimp

5. COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 16 July 2018

MCB RESOLVED (MCB 2018/54) that the minutes of the Martinborough Community Board meeting held on 16 July 2018 be received and confirmed as a true and correct record.

(Moved Cr Maynard/Seconded Roy)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Officers' Report to Community Boards

MCB RESOLVED (MCB 2018/55) to receive the Officers' Report.
(*Moved Beattie/Seconded Read*)

Carried

6.2 Action Items Report

MCB RESOLVED (MCB 2018/56):

1. To receive the Action Items Report.
(*Moved Beattie/Seconded Cr Colenso*)
2. To close action 215 due to health and safety concerns around the use of volunteers.
(*Moved Cornelissen/Seconded Beattie*)
3. Action 562: Ensure that the Pain Farm lease arrangements are returned to a long term lease now that the prime time for securing grazing leases is approaching; M Allingham

Carried

Carried

6.3 Income and Expenditure Report

MCB RESOLVED (MCB 2018/57):

1. To receive the Income and Expenditure Statement for the period 1 July 2017 to 30 June 2018.
2. To receive the Income and Expenditure Statement for the period 1 July 2018 – 31 July 2018.
(*Moved Cornelissen/Seconded Read*)

Carried

6.4 SWDC Logo and Branding Working Party

MCB RESOLVED (MCB 2018/58) to receive the SWDC Logo and Branding Working Party Report.
(*Moved Cr Maynard/Seconded Cornelissen*)

Carried

6.5 LTP Submission and Decision Referrals

Members noted that sequencing events had resulted in footpath requests being forwarded to them, however footpath prioritisation was now being undertaken by Council officers as part of the NZTA roading programme.
MCB RESOLVED (MCB 2018/59):

1. To receive the LTP submission and Decision Referrals Report.
2. To note the submission from the Martinborough Dark Sky Society.
3. To note that Council will be liaising with the Community Board to ensure new lighting requests comply with Dark Sky requirements.
4. To note the submission from Ed Martin and to support the concept of a mountain bike park in the Ponatahi pine plantation, but to decline to lead the project as it was not the Community Board's role.

5. To note the submission from Living Streets Aotearoa and that prioritisation of footpath maintenance was no longer a Community Board role.
6. To note the submission from the Waihinga Charitable Trust noting that Martinborough Community Board had received a response from Council saying the footpath work on Texas Street would be completed prior to the opening of the Waihinga Centre.

(Moved Beattie/Seconded Read)

Carried

6.6 Martinborough School Parking

Members discussed the report noting that the Board had received advice from Martinborough School and the NZ Police that the muddy berm on Roberts Street created a safety concern situation.

MCB RESOLVED (MCB 2018/60):

1. To receive the Martinborough School Parking Report.
2. To defer a decision until the Footpath Strategy has been viewed by the Community Board.

(Moved Cornelissen/Seconded Beattie)

Carried

3. Action 563: Setup a meeting with Martinborough School, Martinborough Kindergarten and Council officers to determine why the School views the muddy berms as a safety concern and whether communication around alternative drop-off/pickup locations may solve the problem; L Cornelissen

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report

Members agreed to budget funds to complete the Poppy Places project, and discussed paying a half share to implement a new flag tracking system, the proposed use of Council's playground budget, and Council communications during flooding events.

The Christmas parade survey discussion was deferred to a workshop and Martinborough Square uplights and Dark Sky compliance were deferred to the next meeting.

MCB RESOLVED (MCB 2018/61):

1. To receive the Chairperson's report.
(Moved Cornelissen/Seconded Cr Maynard)
2. Action 564: Advise MCB members whether the new flag tracking system could be fitted while the old system remained in place (in order that flags can be utilised until end of life), and the time requirement for a decision on the flag tracking system; M Allingham

Carried

3. Action 565: Determine whether the town flags could be used or modified for the proposed flag tracking system; Cr Colenso
4. Action 566: Work with Waihinga Trust to itemise a list of Martinborough playground equipment that is being put back in the playground, but needs refurbishing, and forward to Mayor Napier so consideration can be given for refurbishment to be paid for from Council's playground maintenance budget; L Cornelissen
5. Action 567: Inform Martinborough Community Board once NZTA (via their traffic info page) are setup to display all road closure information in the South Wairarapa; M Allingham
6. Action 568: When the Martinborough footpath maintenance programme has been agreed, communicate that programme to the Community Board; M Allingham

9. MEMBERS REPORTS (INFORMATION):

There were no reports from members.

10. CORRESPONDENCE

10.1 Inwards

From Chris Laidlaw, GWRC, to Martinborough Community Board, dated 19 July 2018

From Paul Crimp, SWDC, to Martinborough Community Board, dated 24 July 2018

From Martinborough Business Association, to Martinborough Community Board

MCB RESOLVED (MCB 2018/62) that the inwards correspondence be received.

(Moved Read/Seconded Cr Colenso)

Carried

6.6 Applications for Financial Assistance

MCB RESOLVED (MCB 2018/63):

1. To receive the Officers' Report.
2. To decline the application from Lilly McMahon.
3. To grant Bombora Events \$500 to assist with the running costs associated with running a community festival in Tora in January 2019.
4. To grant the Martinborough Business Association \$1,000 towards the costs associated with installing a CCTV camera security system around the town.
5. To grant the Wairarapa Citizens Advice Bureau \$350 towards the costs associated with running the service.
6. To decline the application from the Curtis Cup U13 Representative Hockey Team.

7. To grant Life Education Trust \$500 towards the costs associated with delivering a mobile classroom life skills programme.
8. To grant Martinborough Squash Club \$1,000 towards the costs associated with installing a leaf protection system in the gutters of the Squash Club building.
9. To grant Martinborough Youth Trust \$1,025 towards the costs associated with assisting youth attend the Discovery programme.
10. To decline the grant from 3RGroup and as the programme would benefit the whole of the South Wairarapa suggest that they apply for grant funding to Council.
11. To decline the grant from the SPCA and as the programme would benefit the whole of the South Wairarapa suggest that they apply for grant funding to Council.
12. To grant the Martinborough Toy Library \$300 towards the costs associated with upgrading the Toy Library software to an online version with website capability.

(Moved Cornelissen/Seconded Cr Maynard)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

MARTINBOROUGH COMMUNITY BOARD

23 OCTOBER 2018

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To update the community boards and Māori Standing Committee on general activities.

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report.*

CHIEF EXECUTIVE

1. Executive Summary

Work has been progressing on three key fronts that have the potential to impact us for decades to come, in varying ways

We continue to consider freshwater requirements, both urban and rural, for the future. It is apparent from the climate change work, and Whaitua process that availability of water in the future cannot be guaranteed, and this applies to both urban and rural requirements. This discussion goes well beyond primary sector needs, and we need to think and act now to ensure we have a planned path forward to ensure water is available when needed.

The Wairarapa Economic Development Strategy continues to progress well, once adopted this strategy will enable a focussed and considered plan to ensure the best outcomes, not just economically, are achieved for our residents and ratepayers.

Thirdly, we have been participating in a region wide response to the Governments thinking on how best to deliver three waters (wastewater, stormwater, and drinking water). The Government are due to announce the findings of their review next month, and this could signal a significant change to the way these operations are delivered.

2. Governance/Leadership/Advocacy

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

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

2.1 Representation Review

Submissions closed 21 September.

Following receipt, these submissions will be heard on the 24 October.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Society Of Local Government Managers (SOLGM)

The annual SOLGM Conference was held in Queenstown 9 to 11 September, attended by around 800 local government managers.

The theme of this year's conference was :

" Know your community, serve your community"

There was a good mix of international and local presenters, key topics included three waters; housing and homelessness; Sustainable coastlines; Local Government Infrastructure Funding; The four Wellbeings through an economists lens; Application of "big data" in a local authority sense.

There were also inspiring presentations about looking at issues and conflict in communities from different perspectives, and the many and varied reasons why people and organisations come into conflict with each other.

3.1.2. Mayoral Forum

One Mayoral forum was held, was held during the reporting period.

Agenda items included Waste Management; Climate change and coastal adaptation; Wellington Regional investment plan (which the Wairarapa plan is a subset of)

3.1.3. Combined Council

The latest Combined Council meeting was hosted by Masterton District Council. Agenda items covered YETE; NZTA, Manawatu Gorge; Destination Wairarapa; and Wairarapa Economic Development Strategy

3.1.4. Wellington Water

Discussions continue with Wellington water on various matters in relation to the operation, and issues surrounding our three waters network.

Officers have attended workshops to consider options for waters delivery in the region in light of the Governments rhetoric, a submission to the Governments waters working party will result from these workshops.

4. Corporate

4.1 Occupational Health and Safety

We continue to make good progress on health and safety matters.

In particular we are focusing on working with volunteers. This has proven somewhat more complex than first thought. We will have working guidance available in due course.

A health and safety report for August / September is included in Appendix 2.

4.2 Waihinga Centre/Martinborough Town Hall

The project continues, completion has been recalculated following some weather and materials delays as previously advised with a completion date of October. This remains subject to normal construction risks, weather, materials and the like.

Occupancy is now planned for October/November.

Fortnightly construction team meetings continue to be held, ensuring the project is monitored closely. The construction team includes Mayor Napier, Vicky Read (Waihinga Trust / users rep), Max Stevens (Waihinga Trust / user rep), David Borman (SWDC project Manager), Mike Arnopp (Riggs) and I. The pleasing aspect of this group is we are all working toward a common goal, having an excellent facility for the best price.

The financial summary, attached as Appendix 1, is reviewed by the construction committee and also presented and discussed at the audit and risk meeting. This summary includes variations to the original programme; variations are approved at the construction team meetings.

4.3 Rates Arrears (Incl. GST) as at 30 June 2018

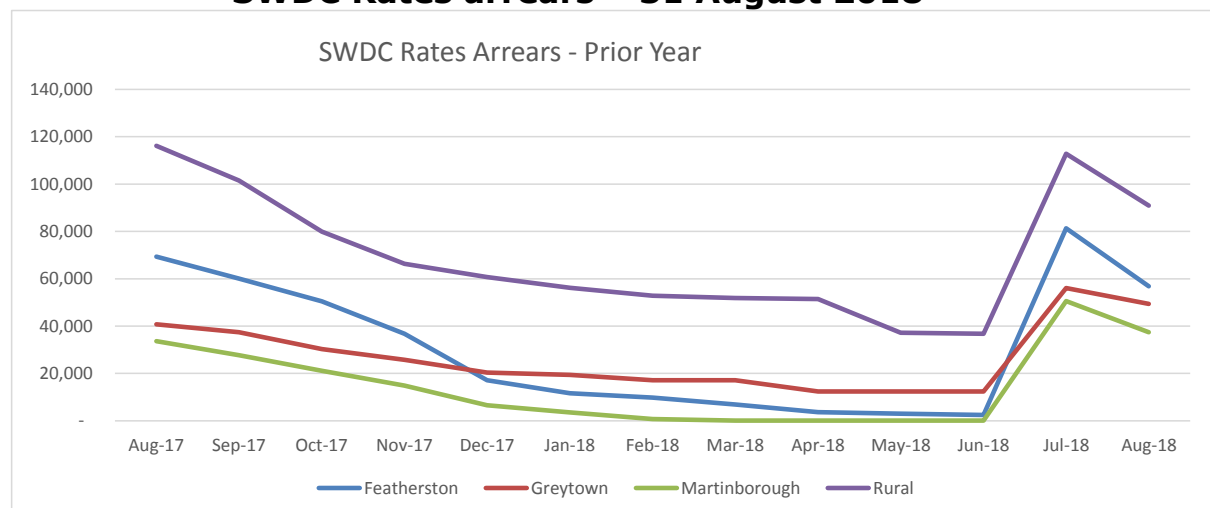
The continued good work on the rates debt front shows in the trends. As previously discussed, these trends are very sensitive and can change, however our consistent approach appears to be paying dividends.

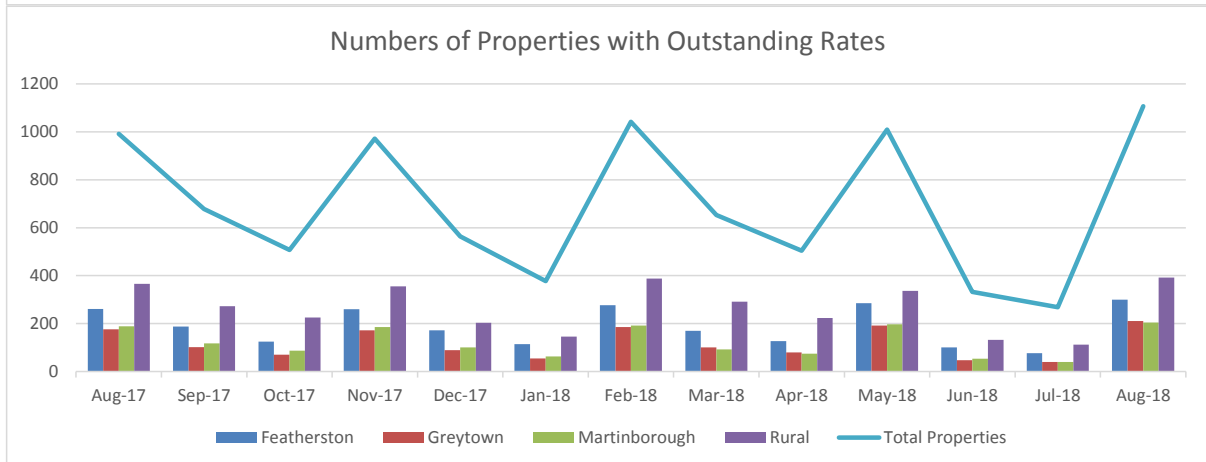
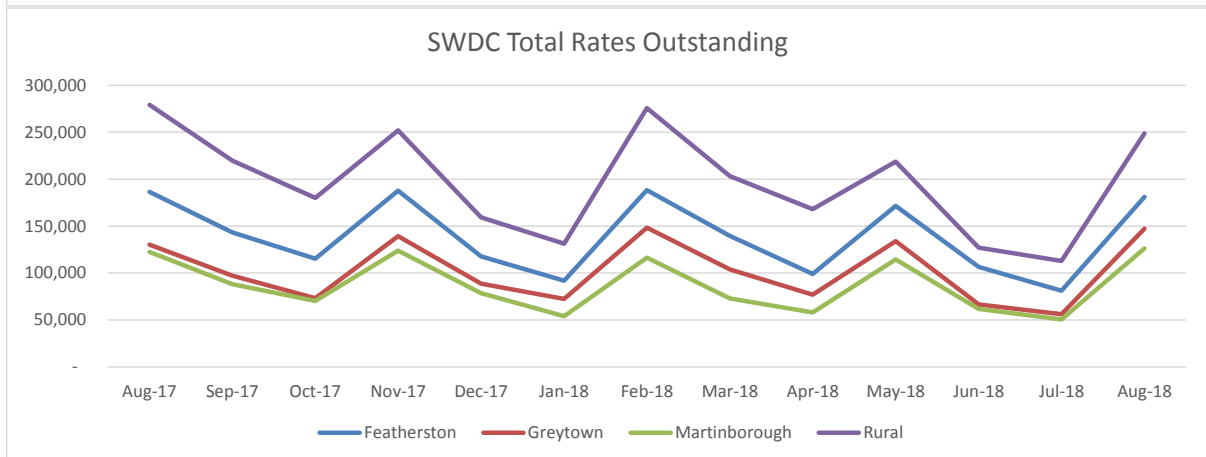
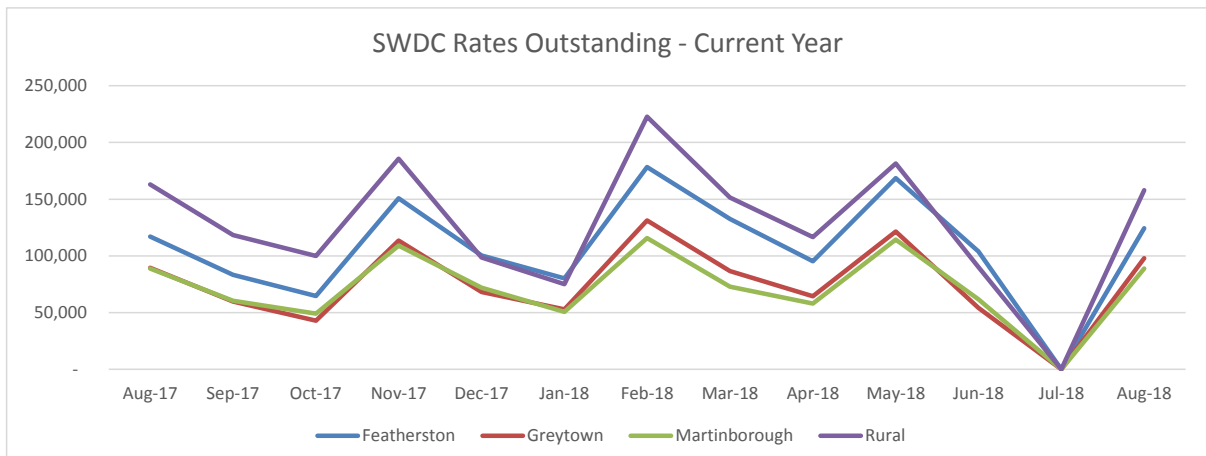
Total rates outstanding are at a slightly lower level to the same period last year.

We have the usual spike at this time of year, however the spike is a bit lower in dollar terms compared to last year.

In terms of number of properties, this is a little higher, but still around the 1,000 mark.

SWDC Rates arrears – 31 August 2018





4.4 LGOIMA Requests

TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
Pensioner Housing	Information supplied.
Domestic and international travel and associated costs for the financial year 2017/18.	Information supplied.
Audit Information	
The Provincial Growth Fund.	
Lists of LGOIMAS and time taken	
Prayers and Karakias at meetings	Information supplied.
Mayor's vehicle and associated costs.	Information supplied.
Staff numbers over years. Dog registration mandate. Staff information.	

We continue to charge for those requests that require more than 1 hour and 20 pages of material. This charging regime is standard and used by central government.

5. Appendices

Appendix 1 – Waihinga Centre Finances

Appendix 2 – Health and Safety Report

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Waihinga Centre Finances

SWDC
Waihinga Centre
Project forecast - Actuals to August 2018

DRAFT

Per Council decision 18.1.2017

\$ 5,132,010

Made up as follows:	Budget	Invoiced to 31.08.2018	Invoices to come	Forecast spend
Rigg Zschokke Construction Contract	4,223,709	3,079,547	1,124,162	4,203,709
Rigg Zschokke Agreed Variations*		27,387	10,204	37,591
		<u>3,106,934</u>	<u>1,134,366</u>	<u>4,241,300</u>
Insurance		27,442	-	27,442
Professional fees (design team) to Jan-17	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		<u>509,459</u>	<u>-</u>	<u>509,459</u>
Other fees to Jan-17 (including SGL, QS)	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	<u>-</u>	<u>268,343</u>
Architect & Engineer construction monitoring	80,000			
Holmes Consulting - Construction Monitoring		47,500		
Warren and Mahoney - Site Monitoring		35,235		
Warren and Mahoney - Variations*		11,578		
		<u>94,312</u>	<u>-</u>	<u>94,312</u>
Development & Design Variations**		111,353	675	112,028
QS Services to completion	50,000			
Venture Consulting		22,500	7,500	
Clendon Burns & Park		13,438		
		<u>35,938</u>	<u>7,500</u>	<u>43,438</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			188,639
Overall budget	\$ 5,332,010	4,153,782	1,142,541	\$ 5,320,649

***Construction Variations to date:**

	Invoiced to 31.08.2018	Invoices to come	Forecast spend
Rigg Zschokke			
Removal of asbestos	7,310		
Insurance obtained directly	(20,000)		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room	7,500		
Replace ceiling joists supper room	2,000	500	
Temporary structural support	9,500		
Concrete under existing foundation	1,000		
Supper room framing connection to external wall	500	500	
Extend concrete overlay to areas of demolished chimney	3,500		
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
Remove existing structural steel bracing	3,500	1,500	
Supper room lintel beams		500	
Supper room brick wall connections		1,000	
Toilet to back of house		3,704	
Delete recessed floors to toilets, tiles to floor		(1,000)	
Holmes Construction issue	6,727		
Materials supply savings	(5,000)		
Foundation beam kitchen	3,885		
	<u>27,387</u>	<u>10,204</u>	<u>37,591</u>
Warren and Mahoney			
Alternative cladding product + Addl Toilet	11,578	0	11,578
Additional Insurance	27,442		27,442
**Development & Design Variations:			
SGL	5,500		
Engeo Geotech	13,715		
Holmes Consulting - Design & Fire	8,475		
HVAC Design	7,990	675	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	45,158		
Holmes Consulting - Construction Monitoring	25,515		
	<u>111,353</u>	<u>675</u>	<u>112,028</u>
Net cost/(savings) from Variations:			188,639

Appendix 2 – Health and Safety Report

South Wairarapa District Council Health and Safety Report 11 July 2018 – 7 September 2018

HEALTH AND SAFETY STRATEGY

We continue to progress well on implementing our health and safety strategy and work plan.

RESOURCING

There are no health and safety resourcing issues. Julie Wallace, working 1 day a week.

HEALTH AND SAFETY – DRIVING CONTINUOUS IMPROVEMENT (lead indicators)

Training

SWDC are continuing to review health and safety training needs of new and existing staff.

8 staff recently attended Assertiveness training.

Engaging with our people

Health and Safety at Work Team have recently:

- Looked at how the team can keep health and safety alive through contributing in team meetings and having providing messages to team mates in the health and safety newsletter.
- Discussed content for health and safety notice boards
- Continued review of the hazard register
- Reviewed job safety checks for teams to trial.

Near Miss reports

No near misses reported in the period 11 July 2018 – 7 September 2018.

Wellness

- All staff continue to be offered flu injections.
- All staff offered annual wellness payment of \$200.

Working with our Contractors

1 Contractor audits undertaken (there was no Roding activity requiring auditing this month)	1 Contractor audits met expectations	0 Did not meet expectations	0 Remedial actions taken
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Council continue to implement the contractor management system.

- Council staff continue to evaluate contractor's health and safety systems.
- Council staff who engage contractors continue to engage with contractors through pre-start meetings, inductions and safety audits, promoting Councils health and safety expectations.
- No contractor incidents reported.

HEALTH AND SAFETY ACCIDENT & INCIDENT REPORTING (Lag indicators)

1 incident requiring first aid reported during the period 11 July to 7 September 2018.

1 non-injury incident reported during the period 11 July to 7 September 2018.

All accident and near miss reports are referred to the Health and Safety at Work Team and Management, who review and satisfy themselves appropriate actions have been taken and where necessary, appropriate additional controls are put in place.

RISK MANAGEMENT

Work on hazard registers is ongoing, controls are currently being reviewed by the H&S at Work Team, and staff are encouraged to report new hazards through the monthly newsletter and staff meetings.

We will be providing updates on how we are managing our biggest risks. To give you the assurance that we understand our biggest risks, what controls and reduction measures are required, and actions we are taking.

Here is an update on two key risks we are currently focussing on:

Risk	Description of risk	Controls and reduction measures	Actions
Contractors	<p>Contractors undertake a number of high risk activities for Council. We have little control over Contractors staff and work standards while they are working for Council.</p> <p>We rely on them employing staff who are competent and trained, while observing safe work practices.</p>	<p>Contractors working for Council have robust health and safety systems in place, and understand their obligations. Contractors will be fully briefed, responsibilities assigned, and work will be periodically assessed to ensure agreed controls are being managed.</p>	<p>Contractor management system designed.</p> <p>Contractors asked to provide their H&S systems for checking by Council.</p> <p>Once approved, contractors will be asked to sign a contractor agreement.</p> <p>Contractor pre-start briefings and inductions have been developed and provided to appropriate staff.</p> <p>Site safety audit checklists have been developed and provided to appropriate council staff. Staff who manage contractors have been undertaking safety audits and ensuring remedial actions undertaken where required. Contractor safety audit standards added to the audit checklists to assist managers and staff when undertaking a safety audit.</p> <p>When work is commissioned, a risk assessment is done to inform the frequency and type of safety audits.</p> <p>Contractor post contract safety review developed to assist managers with safety conversations with contractors when work is complete.</p>

Risk	Description of risk	Controls and reduction measures	Actions
Lone / remote workers	It is not always possible for staff to work in teams or even in pairs. Often staff are required to work alone and remotely, where in some cases poor cell phone coverage is an additional factor.	<p>All staff who work remotely or alone will be provided with cell phones. They will be required to sign out before they leave, including their intended location and expected time of return. This will be monitored and action taken in line with an emergency response plan if help is summoned or they fail to return by the expected time. They will be required to sign in when they return. They will be provided with a device to summon assistance which do not require cell phone coverage.</p> <p>Consideration to be given to having vehicles fitted with GPS.</p>	<p>Staff who work remotely or alone to have access to cell phones. Sign out/in systems in place and being used.</p> <p>Garmin InReach remote contact device currently being used by Bylaws team. Device meets legislative requirements by providing two way communication in areas out of cellular range. Device also provides GPS functionality, enabling manager to pinpoint location of staff.</p> <p>A second Garmin device has been purchased for use by the remainder of staff who work in lone/remote situations. Device currently being trialled by Roding team. This will be monitored, with additional devices purchased if required.</p> <p>Monitoring process for sign out/in system developed and implemented by Bylaws and Roding teams.</p> <p>Training in the use of the device, monitoring, and emergency procedures rolled out to Managers, Bylaws and Roding team. Emergency Action Plans developed.</p>

INFRASTRUCTURE SERVICES

1. Group Manager highlights

Further work has been undertaken to enable the Council to make a decision on the future arrangements for the delivery of the Council's roading activities. This has included further workshops and CE/Mayoral decisions.

Meetings to develop the scope for planning have taken place. Speed limit setting under the new guidelines have also taken place and we hope to start the roll-out in the near future. However, coordination across the councils will be required to do this effectively on a regional basis. SWDC / NZTA State Highway Liaison Meetings continue to look at works regionally rather than individually between councils.

Opportunities to share knowledge and experience across the water sector have also been explored through meetings with Wellington Water and all the Wellington regional councils. With the waters space being dominated with reviews of resilience and future operations, this area will continue to be looked at as the landscape changes over time.

Featherston Waste Water Consent Meetings have been held with SWDC, Philip Milne, Al Cross and the Greater Wellington Team. Unfortunately, the hearing process has been delayed until early next year to allow additional work to be carried out on the implications of the proposed Natural Resources Regional Plan.

There has also been a review of issues for the Featherston commuters and discussions with Fab Feathy on works to be done within Featherston and assisting the rail commuters' parking and access.

The Wai Moana Management Team meeting covered several topics with presentations from The Whaitua Committee on the relationship of the proposed investigation to the proposed treaty settlement and the proposed Natural Resources and Wairarapa Moana Bittern/Matuku Management Strategy. The details of assets and the associated asset management plans, as well as maintenance plans, will be required within SWDC to assist these processes going forward.

Meanwhile work on the actions from the Long Term Plan are being reviewed and implemented and general works busily ramping up for the new work season.

2. Water Supply

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

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JULY	YTD	JULY	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		440		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2008*	FTN: Yes GYT: Yes MTB: Yes		FTN: No GYT: No MTB: No		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2008	FTN: Yes GYT: Yes MTB: Yes		FTN: No GYT: No MTB: No		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure or flow per 1000 connections	<15	0	0.25 per 1000 (1 complaints)	1	1
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.75 per 1000 (3 complaints)	0.75 per 1000 (3 complaints)	3	3
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0	0 per 1000 (0 complaints)	0	0
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(1/1) 100%	Median Time 2mins	1	1
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(1/1) 100%	Median Time 2h 36mins	1	1
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	(21/24) 88%	Median Time 14h 16mins	24	24
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	(22/24) 92%	Median Time 20h 53mins	24	24
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		41.3%		

2.2 Water supply capital improvements

2.2.1. Featherston water supply

Quotes have been received for an additional bore (approximately \$50k for bore); connection to pipe and pump install will need to be developed. Ongoing discussion with Greater Wellington Regional Council (GWRC) about consent to drill and the consent renewal (existing consent expires December 2019).

Request for proposal being prepared to convert one of the raw water storage ponds adjacent to the water treatment plant, which will give approximately 2 days storage at peak summer usage for both Featherston and Greytown.

2.2.2. Water reticulation renewal

Stage 3 of the trunk main renewal contract completed for Greytown water main to the Waiohine plant.

2.3 Water treatment plants

The Waiohine plant and Greytown Bore have operated routinely.

2.4 Water reticulation

There were 24 reticulation repairs reported and rectified during the period.

2.5 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory flows. There were 5 accounts for blockage clearing or no water flow for the Moroa network. None were reported for the Longwood network over the period.

3. Waste Water

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

3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JULY	YTD	JULY	YTD
Number of blockages per 1000 connections	<10	0.48 per 1000 (3 complaint)		3	3
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	0.97	0.97 per 1000 connections (4 overflows)	0.97 per 1000 connections (4 overflows)
Attendance time: from notification to arrival on site	< 1 Hr	3/6 (50%)	Median Time 52min	6	6
Resolution time: from notification to resolution of fault	< 4 Hrs	4/6 (66%)	Median Time 2h 41m	6	6

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		JULY	YTD	JULY	YTD
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0 per 1000 (0 complaint)	0 per 1000 (0 complaint)	0	0
No. of complaints per 1000 connections received about sewage systems faults	< 15	2	0.48 per 1000 (2 complaint)	0	2
No. of complaints per 1000 connections received about sewage system blockages	< 15	0.72 per 1000 (3 complaint)	0.72 per1000 (3 complaint)	3	3
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	5/6 (83%)	83% (5/6)	6	6

3.2 Waste water treatment plants

3.2.1. Capital and consents

Featherston Waste Water consent application

The consent application was lodged on 28 February 2017. GWRC notified on 16 May 2018. Delayed to allow discussion around proposed Natural Resources Plan interpretation.

Two further meeting organised with neighbour and Iwi to provide more information and answer questions.

Staged improvements at Martinborough and Greytown WWTPs

At Martinborough WWTP irrigation to land last irrigated to land in May. Since then the field has been too wet to irrigate.

At the Greytown site, Water Force NZ has established onsite with ground investigation completed. Bridge completed for access to ponds. Temporary UV system in place to meet the 1 September consent condition. Construction of the building on-going, with wet well construction well-underway.

Waite Street, Featherston Renewal

Perkinson Civil was awarded the contract to replace 1800m of the 375mm main from Revans Street to the wastewater treatment plant. Flow monitoring estimates that 25 % of the inflow and infiltration (I&I) occurs within this main. This is in line with the consent application and will reduce the size of the storage pond that will be required for winter period when the ground is too wet for irrigation. Started on 3rd September.

3.3 Operational

Featherston, Greytown, Martinborough and Lake Ferry plants operated routinely during the period with no reported issues.

3.3.1. Wastewater reticulation

There were 3 pipeline blockages reported during the period, with increased rain increasing flow levels.

4. Storm water drainage

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

4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatements notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

There was 1 storm water blockage reported 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

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Increase of 1% compared to July 2017	Current average annual increased 21% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

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 2017/18	COMPLAINTS		INCIDENTS	
		APRIL	YTD	APRIL	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	80%			NRB Survey:	73%
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	70%			NRB Survey:	63%
Availability of footpaths on at least one side of the road down the whole street	88%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	36/39 (92%)	115/154 (75%)	39	154
Meet annual plan footpath targets	Yes				

6.2 Roading Maintenance – Fulton Hogan

133km of grading was carried out during August, 68 km of the graded length was completed with a tow behind roller. The rolling operation provided a tight smooth surface with less loose material. The roller was removed due to saturation of the unsealed road surface.

564 m³ of maintenance metal was applied to various unsealed roads.

Permanent warning signs have been upgraded on Cape Palliser Road, along with the painting of sight rails.

Preseal repairs were carried out on the sealed road network, both urban and rural section were repaired

Slips and slumps were repaired on White Rock and Tora Roads.

Culverts were upsized on Haurangi Road in the area adjacent current logging operation to allow for anticipated increase runoff.

Edge marker posts were upgraded along Western Lake Road.

Litter was collected off 17 km of rural roads.

Greytown, Featherston and Martinborough had various Kerb and Channel swept as part of the monthly cycle.

Combined cycle/footpath was constructed along Johnston Street Featherston, as part of the Remutaka Trail to railway station connection.

Path work was also completed at the Japanese Memorial garden.

6.3 Other activities.

6.3.1. 2018/2019 Reseals

The 2018/2019 reseat programme has been finalised and is identified below, and represents 18.96 kms of districts roads and streets. This figure is slightly less than 5% of sealed roads, and is estimated to be on budget.

Road Name	Start RP m	Finish RP m	Start Name	End Name
Church Street	10	116	SH 2	East St
Church Street	126	225	East St	Market Rd / Reading St
Market Road	0	362	Church St / Reading St	End Seal
East Street	0	483	Wakelin St	Papawai Rd
Wakelin Street - East	0	84	East St	End Seal
Wakelin Street - West	0	80	East St	End Seal
Papawai Road	13	115	SH2	East St
Papawai Road	125	265	East St	End K&C RHS
Papawai Road	265	1984	End K&C RHS	Fabians Rd
Greytown-Woodside Road	0	3770	Humphries St	End Seal
Kahutara Road	3047	3132	Seal Join	Seal Join
Phillips Line	4829	4861	Start Seal	SH 53
Viles Road	3	1140	Western lake Rd	Cattlestop
Western Lake Road	28047	30947	East West Access	Bridge Abut
Oxford Street	0	88	The Square	Cork St
Oxford Street	88	444	Cork St	Regent St
Suez Street	4	146	Strasbourg St	Oxford St
Hinakura Rd	2186	3330	Bridge	Seal Join
Hinakura Rd	13286	14954	Spooners Bridge	Seal Join
White Rock Road	5907	7902	Seal Join	Ruakokoputuna Rd
Lake Ferry Road	27177	27843	Short Whakatom	End Guardrail
Cape Palliser Road	24464	26267	Seal Join	Kawakawa Bridge

7. Amenities

The Amenities team is responsible for the management of Council's parks, reserves and other amenities. The team looks after 12 parks, 31 reserves, 41 buildings, five sports facilities, four cemeteries, eleven public toilets and 22 other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and is also responsible for the management of the libraries.

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

7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS	INCIDENTS			
		MONTH	YTD	MONTH	YTD	
Users satisfied with parks and reserves	90%			NRB Survey:	94%	
Ratepayers and residents are satisfied with Council playgrounds	80%			NRB Survey:	82%	
Council playground equipment that meets national standards	100%					
Council pools comply with NZ swimming pool water testing standards	100%					
Ratepayers and residents satisfaction with Council swimming pools	67%					
Occupancy of pensioner housing	94%			Actual:		
Ratepayers and residents satisfied with town halls	76%			NRB Survey:	74%	
Cycle strategy	Developed					
Ratepayers and residents satisfied with public toilet facilities	90%			NRB Survey:	85%	
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library					
% of ratepayers and residents satisfied with libraries	90%			NRB Survey:	91%	

7.2 Parks and reserves

7.2.1. Featherston

The gardens in front of the library and information centre have been refreshed, including replanting with Graham Thomas roses which are a golden yellow. The existing roses have been redistributed to other garden beds. An area of old garden on the east side of the Windgrass sculpture has been removed to allow for the relocation of the bus-stop to this location at the end of September. The gazebo in Cherry Tree Park has been repainted in colours to match the public toilet/library/information centre building colour schemes.

7.2.2. Greytown

The stone fence at Soldiers' Memorial Park has been cleaned, as has the wall and seating area at the Arbour Reserve. The fence to the Croquet Club grounds at Soldiers' Park has been replaced with new colour steel, as has a section of the swimming pool boundary fence.



7.2.3. Martinborough

The new bicycle stands have now been installed in the streets around Martinborough Square. The seats beside the skate park have been cleaned and repaired. Work is under way on the Boer War Memorial in Martinborough Square – the memorial itself has been cleaned and lettering touched up. New steps are being installed, and the new lamp pole is in position – the lantern will be installed shortly.



7.3 Community housing

There are two vacant flats, one at Cicely Martin in Martinborough, and the other at Burling in Featherston. The Martinborough flat had been occupied by the same tenant since 2001, and the Featherston flat since 2010, so both are getting a freshen-up of paint etc.

7.4 Cemeteries

7.4.1. Featherston cemetery

The iron fence on the road frontage at Featherston cemetery has been repainted.

7.4.2. Greytown cemetery

People driving over graves, particularly in the newer part of the lawn cemetery has been an ongoing problem. City care cemetery staff are working through installing bollards to prevent casual vehicle access. Another rubbish bin has been added, adjacent to the ashes walls.



7.4.3. Martinborough cemetery

The latch on the pedestrian gate has been altered to make it accessible to wheel-chair users.

7.4.4. Purchases of burial plots/niches 27 July to 10 September 2018

	Greytown	Featherston	Martinborough
Niche	0	0	1
In-ground ashes Beam	0	0	0
Burial plot	0	2	0
Total	0	2	1

7.4.5. Ashes interments/burials 27 July to 10 September 2018

	Greytown	Featherston	Martinborough
Burial	3	2	0
Ashes in-ground	2	0	0
Ashes wall	0	0	1
Total	5	2	1

7.5 Events

7.5.1. Featherston

Completed events:

Ragin' Cajun Louisiana Hoedown held on Saturday, 28 July 2018



Pangaea (New Delhi) NZ Tour – held on Wednesday, 8 August 2018



Turning Points – New Zealand String Quartet held on Friday, 17 August 2018



Future events:

Community Barn Dance & Pie Contest - being held Saturday 15 September 2018



Featherston Expo – being held on Sunday, 30 September 2018



Featherston Festivals of Choirs – being held Sunday, 18 November 2018

Featherston Market – being held every fourth Saturday: 27 October, 24 November, 22 December 2018, 26 January, 23 February and 23 March 2019

Christmas in the Squire – being held Saturday, 3 November 2018

7.5.2. Greytown

Completed events: Nil

Future events: Nil

7.5.3. Martinborough

Completed events: Nil

Future events:

Martinborough Charity Fun Ride – being held Sunday, 28 October 2018



Toast Martinborough – being held on Sunday, 18 November 2018



8. Libraries

Library statistics for July and August 2018 are attached in Appendix 3. There are no statistics for wi-fi usage for August, as during August the network provider was changed. Wi-fi usage information is expected from the provider, although in a different format to that provided previously.

9. Appendices

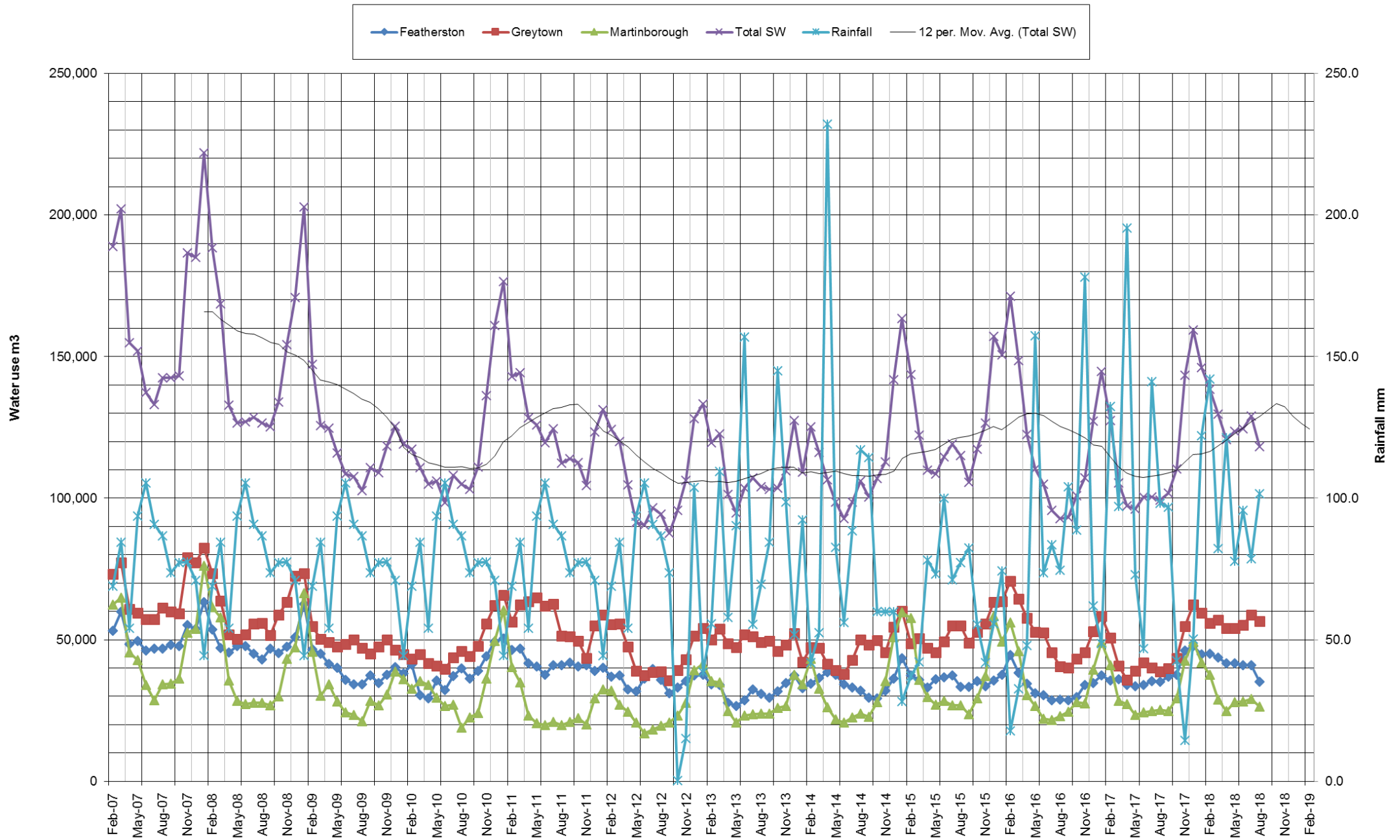
- Appendix 1 Monthly water usage
- Appendix 2 Waste exported to Bonny Glen
- Appendix 3 Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

Reviewed by: Paul Crimp, Chief Executive Officer

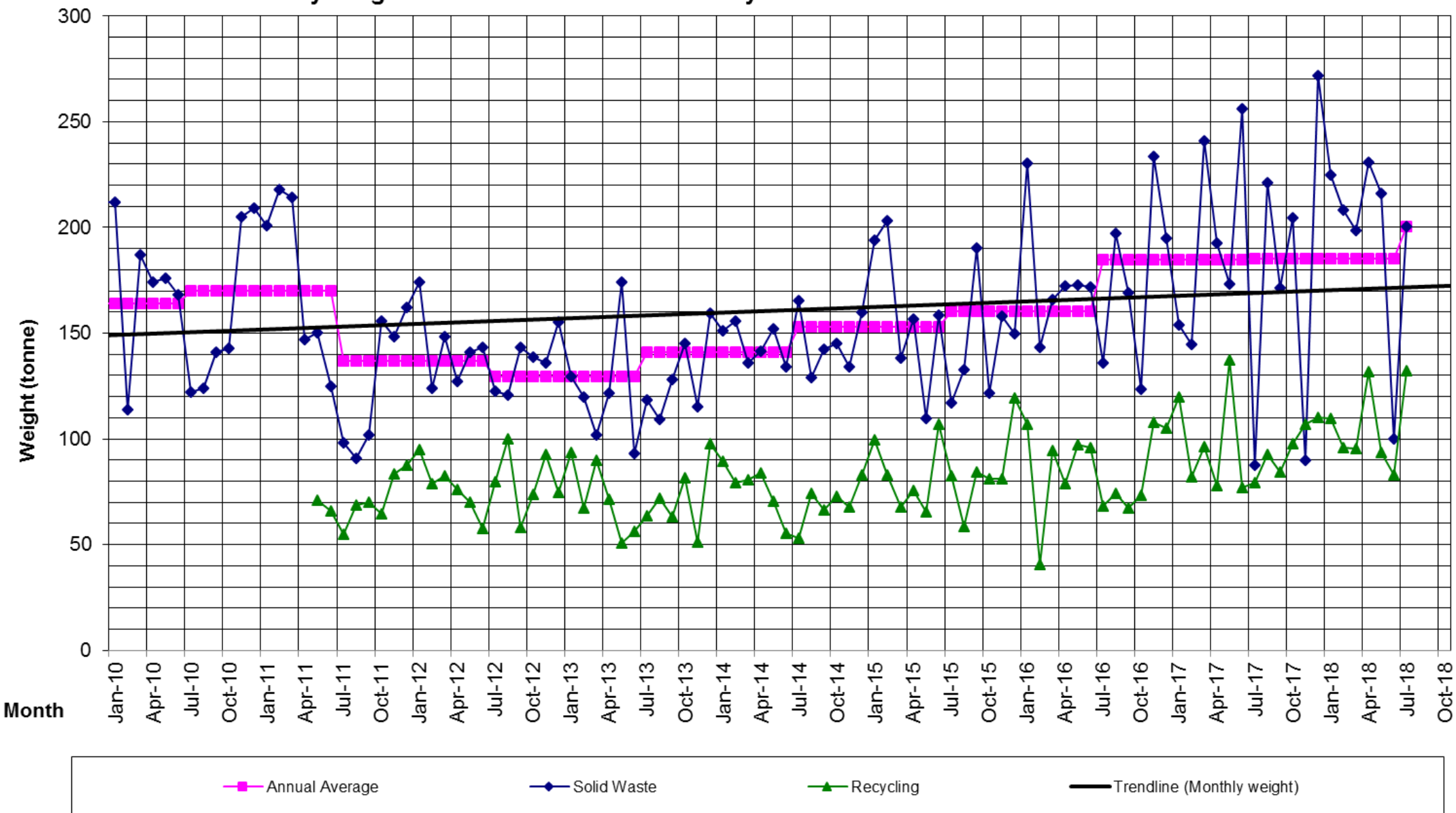
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



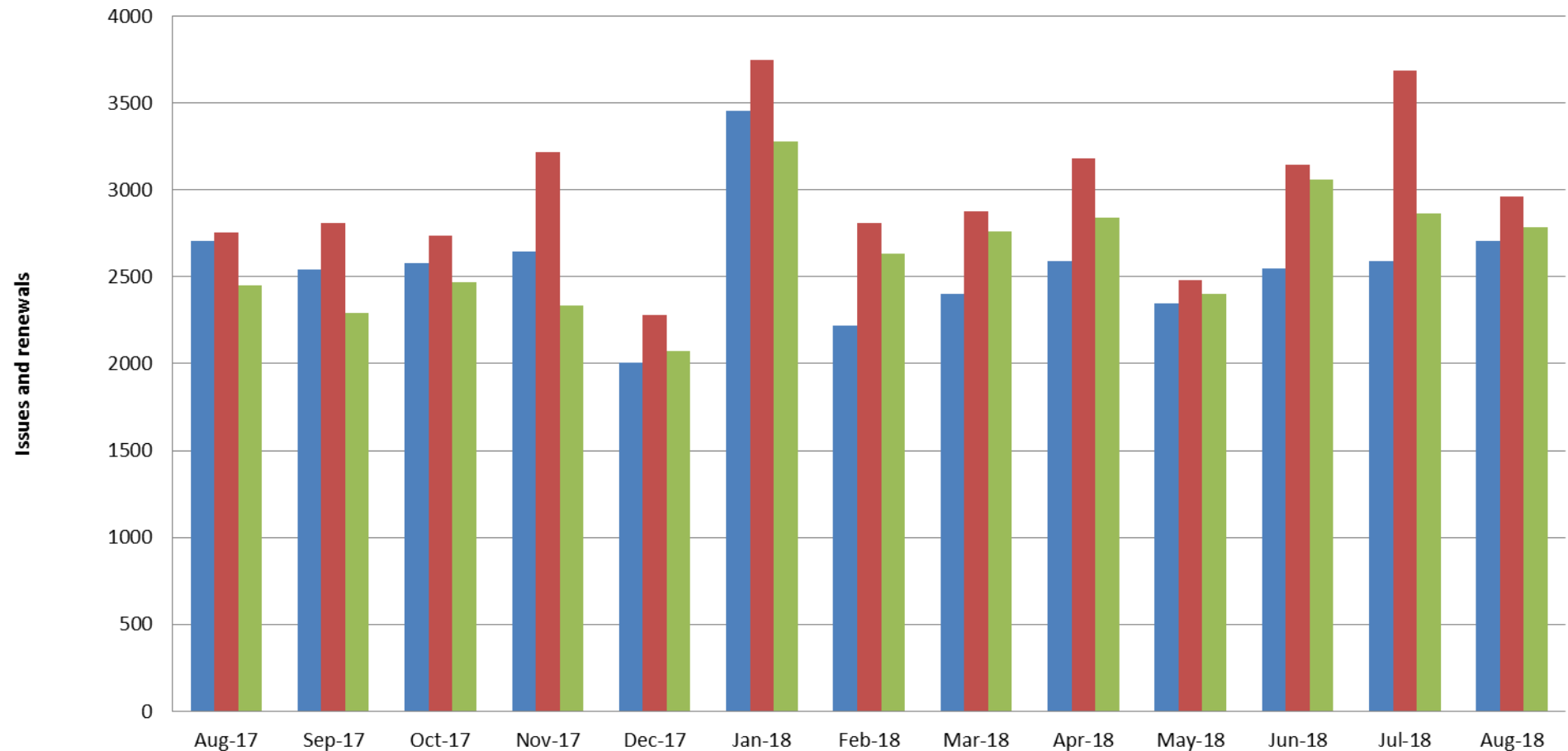
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



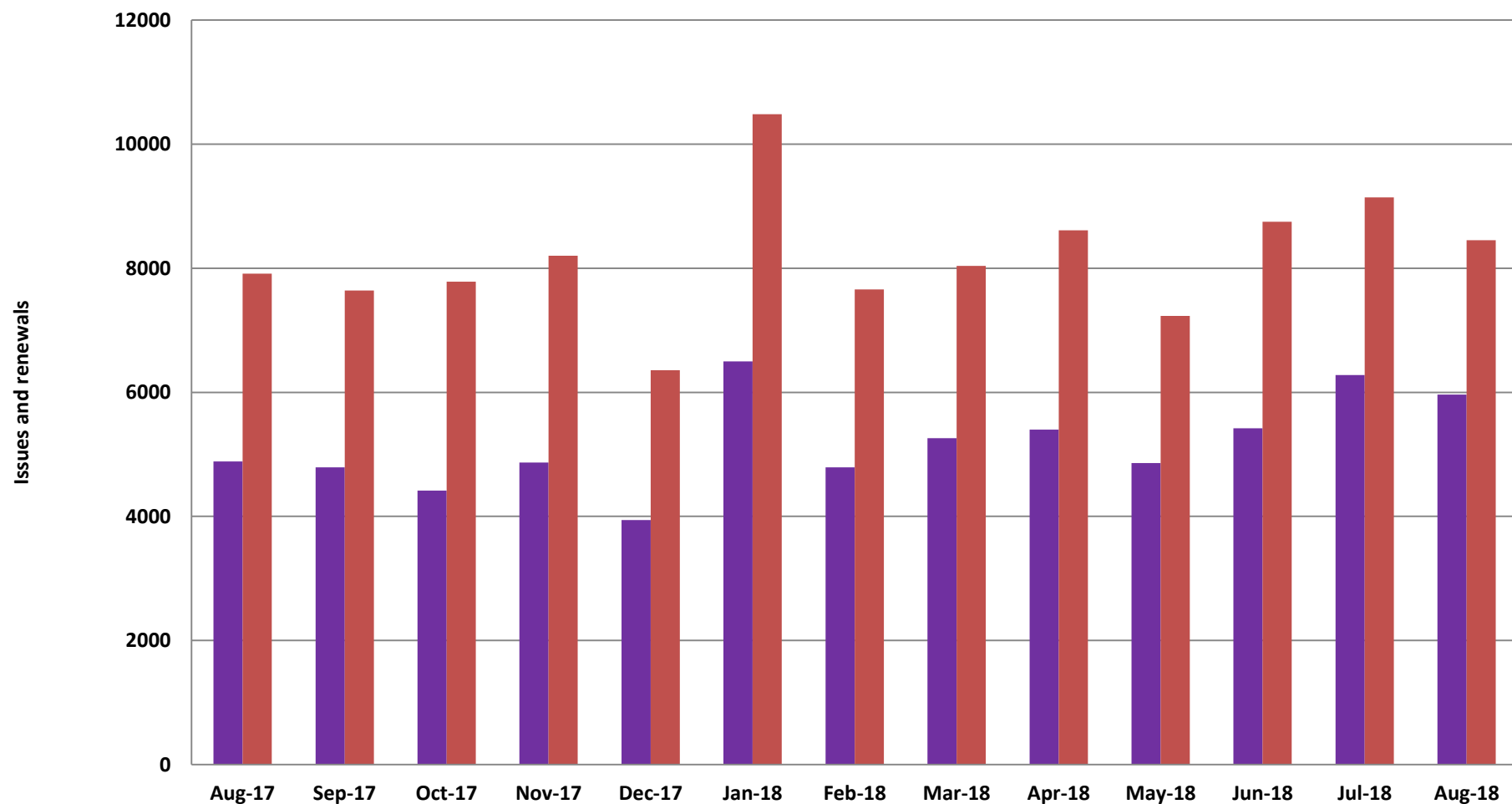
Appendix 3 – Library statistics

South Wairarapa libraries - issues and renewals to August 2018



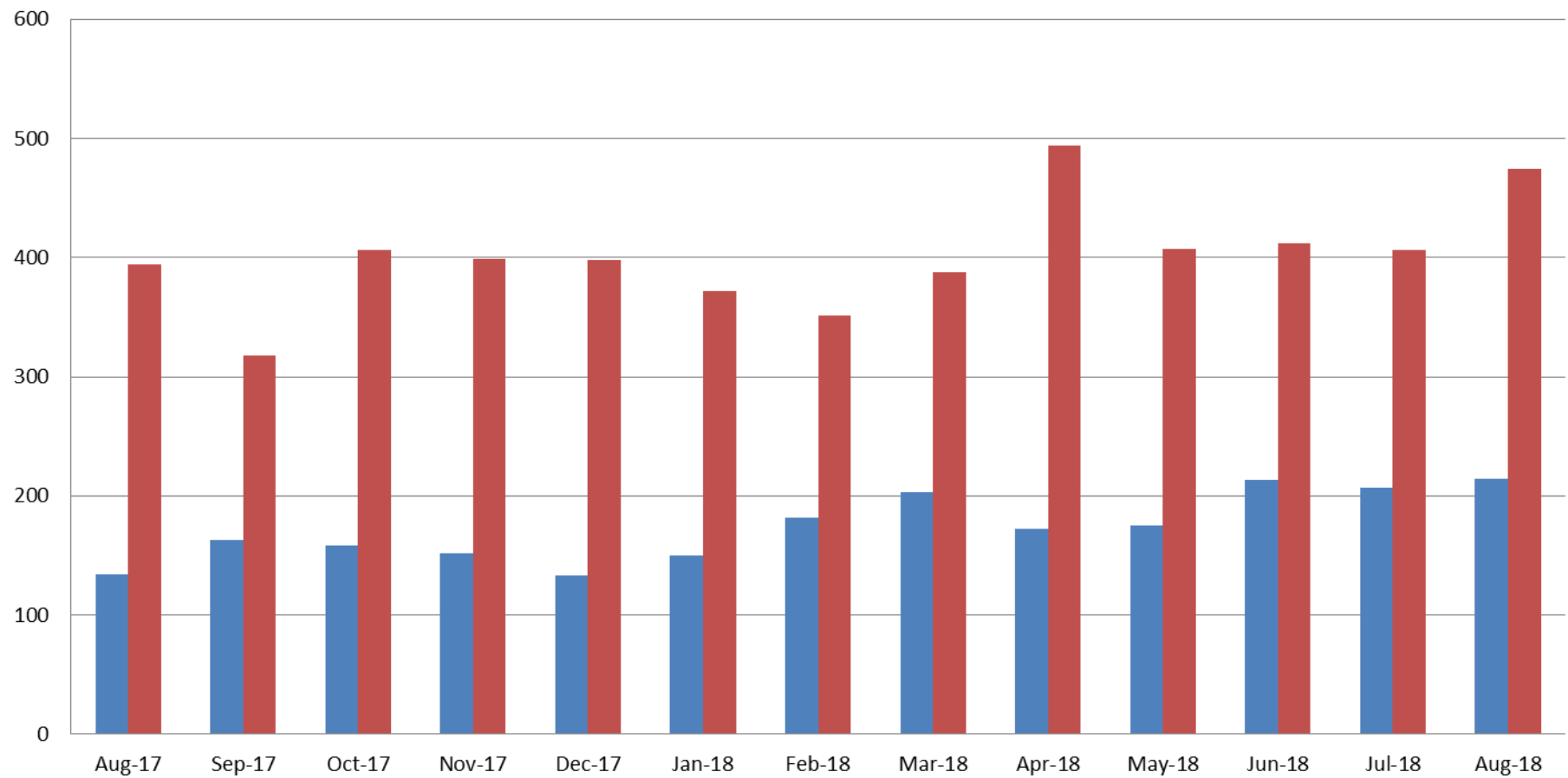
	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18
Featherston	2707	2543	2577	2647	2006	3456	2216	2400	2590	2348	2550	2588	2703
Greytown	2756	2811	2738	3218	2278	3748	2809	2878	3178	2483	3143	3689	2964
Martinborough	2451	2289	2468	2336	2071	3281	2632	2761	2842	2400	3058	2866	2784

Wairarapa Library Service - issues and renewals to August 2018



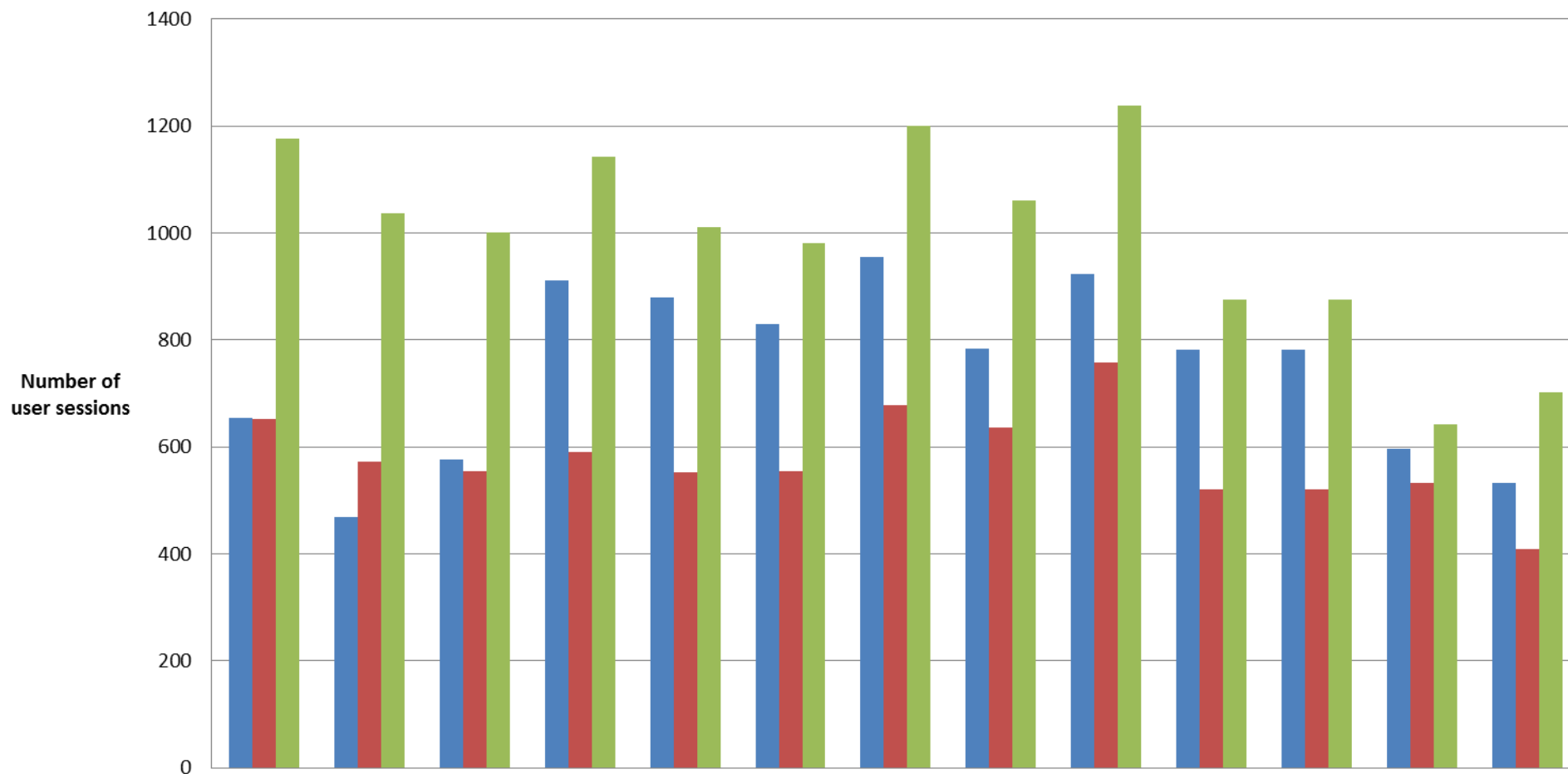
	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18
Carterton	4887	4792	4418	4870	3940	6500	4789	5261	5397	4861	5422	6279	5962
South Wairarapa	7914	7643	7783	8201	6355	10485	7657	8039	8610	7231	8751	9143	8451

Wairarapa Library Service - audio and e-book issues to August 2018



	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18
Audiobooks	134	163	158	152	133	150	182	203	172	175	213	207	214
Ebooks	394	318	406	399	398	372	351	388	494	407	412	406	474

APNK Wi-fi user sessions to July 2018



	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18
Featherston	655	469	576	911	879	829	955	784	923	781	781	596	533
Greytown	653	572	555	590	553	555	677	636	757	521	521	532	409
Martinborough	1177	1036	1001	1142	1011	981	1201	1060	1239	876	876	643	701

PLANNING AND ENVIRONMENT

1. Resource Management

1.1 Resource Management Act - District Plan

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents image of the closest town centre ranked "satisfied"	75%	87%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER's in WCDP. A final monitoring strategy is still to be completed.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	82%	9 of 13 Land Use applications were processed within statutory timeframes. 15 of 17 Subdivision applications were processed within statutory timeframes. 5 of 5 permitted boundary activity applications were processed within statutory timeframes. NCS.
s.223 certificates issued within 10 working days	100%	100%	7 of 7 s223 certificates were processed within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	90%	9 of 10 s224 certificates processed. NCS.

Officers provide detailed information as fortnightly updates on all consents direct to Council and Community Board members, so this information is not listed here.

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	Yes	Yes	RMP's are generally current and appropriate. It is therefore not anticipated that any updates will be undertaken this year.

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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2017-18
Non-urgent LIMs are processed within 10 days	100%	100%	G:\LIMs\LIMS PROCESSED 2017-18

TYPE	YTD 1 ST JULY 2018 TO 31 ST AUGUST 2018	PREVIOUS YTD 1 ST JULY 2017 TO 31 ST AUGUST 2017	PERIOD 1 ST JULY 2018 TO 31 ST AUGUST 2018	PREVIOUS PERIOD 1 ST JULY 2017 TO 31 ST AUGUST 2017
Standard LIMs (Processed within 10 working days)	49	26	49	26
Urgent LIMs (Processed within 5 working days)	7	10	7	10
Totals	56	36	56	36

2. Public Protection

2.1 Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – 96 CCC's were issued within 20WD
Building consent applications are processed within 20 working days	100%	100%	NCS – 92 consents were issued within 20WD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2020. Council was re-accredited in January 2018
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWO's and Swimming Pools	Yes	Yes	Building Consents Council inspects all new work to ensure compliance (August 2018 – 528 inspections) BWO's – Total 169 – average of 3 audits per month required, 2 audit carried out in August. Swimming Pools – Total 279 – average of 7 audits per month required. 25 audit carried out in August.
Earthquake prone buildings reports received	90%	N/A	Under previous legislation 148 of 229 known premises had been addressed. Under the new legislation, all buildings needed to be re-assessed. Council has now reviewed the potential Earthquake Prone Buildings (EQP) and letters have been sent to owners advising them of their buildings status. 104 letters sent out in total. 69 - identified as no longer EQP 20 - require engineer assessment 12 - still being assessed by LGE 15 - identified as EQP and have been sent notices to be affixed to the building.

TYPE – AUGUST 2018	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	5	\$748,425
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	0	\$0.00
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	53	\$5,673,941
Other (public facilities - schools, toilets, halls, swimming pools)	1	\$5,000
Totals	59	\$6,427,366

2.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	1 visits	100%	1 visit to school holiday program in Greytown
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 47/47
Complaints about dog attacks on persons or stock are responded to within 1 hour	100%	50%	1/2 1 incidents due to being unable to make contact in time

INCIDENTS REPORTED FOR PERIOD 1 JULY 18 TO 31 AUGUST 18	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	2	-	-
Attack on Person	-	-	-
Attack on Stock	-	-	-
Barking and whining	6	1	1
Lost Dogs	-	-	4
Found Dogs	-	-	4
Rushing Aggressive	3	-	1
Wandering	13	2	13
Welfare	-	-	-
Fouling	1	-	-
Uncontrolled	-	-	-

2.3 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 7 incidents
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 13 incidents

INCIDENTS REPORTED	TOTAL FOR PERIOD 1 JULY 2018 TO 31 AUGUST 2018
Stock	8

2.4 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	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	100%	K:\resource\Health\Resource Management\Noise Control Complaints 10/10 attended within timeframe

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2018 TO 31 AUGUST 2018	PREVIOUS YTD 1 JULY 2017 TO 31 AUGUST 2017	PERIOD 1 JULY 2018 TO 31 AUGUST 2018	PREVIOUS PERIOD 1 JULY 2017 TO 31 AUGUST 2017
Total	10	10	10	10

2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	MAGIQ data. All premises inspected at new or renewal application stage (13).
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	100%	There are no high risk premises in the district. Very low, low and medium risk premises are inspected at new or renewal application (no less than once every three years).
Compliance activities are undertaken generally in accord with the Combined Licensing Enforcement Agencies agreement.	100%	100%	No CLEG meetings scheduled to date.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2018 TO 31 AUGUST 2018	PREVIOUS YTD 1 JULY 2017 TO 31 AUGUST 2017	PERIOD 1 JULY 2018 TO 31 AUGUST 2018	PREVIOUS PERIOD 1 JULY 2017 TO 31 AUGUST 2017
On Licence	5	2	5	2
Off Licence	4	1	4	1
Club Licence	2	0	2	0
Manager's Certificate	5	21	5	21
Special Licence	6	7	6	7
Temporary Authority	2	0	2	0
Total	24	31	24	31

2.7 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 17/18	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	MAGIQ data. 22 premises inspected at new or renewal application stage to date
Premises are inspected in accord with regulatory requirements.	100%	100%	MAGIQ data. 22 premises inspected at new or renewal application stage to date

2.8 Bylaws

Between 1 July 2018 and 31 August 2018 there were three notices relating to trees and hedges, four litter and three abandoned vehicle complaints.

Contact Officer: Russell O'Leary, Group Manager – Planning & Environment

MARTINBOROUGH COMMUNITY BOARD

23 OCTOBER 2018

AGENDA ITEM 6.2

ACTION ITEMS REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

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

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

2. Appendices

Appendix 1 - Action Items to 23 October 2018

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 23 October 2018

Ref #	Raised Date	Responsible Manager	Action or Task details	Status	Notes
584	9-Oct-17	Cr Colenso	MCB RESOLVED (MCB 2017/96) 1. To receive the Greater Wellington Regional Council (GWRC) Bus Shelter on Ohio Street report 2. To defer further discussion on potential artists and murals at the next MCB workshop. (Moved Cornelissen/Seconded Roy) Carried	Open	12/3/18: Cr Colenso undertook to put an artists brief together
13	29-Jan-18	Cr Colenso	Collate potential new street names for consideration in place of Dublin Street West and New York Street West	Actioned	12/3/18: Letter drafted and sent to residents. Possible names will be stage 2. 19/6/18 Update: All New York Street residents voted that there be no change to the name New York Street West. The residents on New York Street West have been advised that the road name will not change. The majority of Dublin Street West residents voted to change the name of Dublin Street West. Officers have sought name suggestions from the residents of Dublin Street West with two responses received to date, both were for the name "Karearea". Karearea is the Maori name for New Zealand Falcon. These birds have been trialled by Palliser Estate (who have a vineyard at the end of the road) for pest bird prevention. Council officers will make contact with the remaining residents on Dublin Street West to confirm that they did not have any name suggestions. Should there only be one suggested name, the name will be forwarded to the Martinborough Community Board and Council for support and approval respectively. If further suggestions are received the residents will be asked to vote on their preferred name.
22	29-Jan-18	Lisa Cornelissen	Liaise with the Martinborough Swimming Club treasurer and Mr Crimp about possible transfer and management of remaining Club funds	Open	
127	12-Mar-18	Mark	MCB recommend that a new shelter belt be established at Pain Farm alongside the existing older shelter belt and that once the young shelter belt is established the older trees are removed	Actioned	11/04 Site visit to be agreed between Amenities & Chair MCB. 28/05 Visit still to be arranged 11/6 Pam, Mark and Lisa to site visit Pain Farm to relook at

Ref #	Raised Date	Responsible Manager	Action or Task details	Status	Notes
					planting seedling pines, given that planting may require fencing to keep stock out and the distance the pines are from the house may not provide the shelter expected (after 30 June) 04/07 Visit organised for 12/07 17/08 Mark organising tree planting schedule through Woodcraft 24/09 No planting required at this stage - Mark to address MCB on findings
238	23-Apr-18	Mark	Ensure final works on the Martinborough cenotaph are completed by 31 May as indicated in 14 March 2018 timeline and advise Cr Colenso when work is going to start	Open	25/05 Street lighting contractor has been contacted and has promised that cenotaph light will be fixed 1 June at the latest. Stone mason believes the structure of the monument is sound. 25/6/18 History of works request is being reviewed and discussion to be held at next MCB meeting. 10/08 New light and pole to be erected and cenotaph to be plastered and painted - see 455 below 26/09 Work in progress
356	11-Jun-18	Lisa Cornelissen	MCB RESOLVED (MCB 2018/39): 1. To receive the Chair's Report including the current Community Board projects list. (Moved Cr Colenso /Seconded Read) Carried 2. To agree to investigate alternative venues for MCB meetings with a view to increasing engagement and to discuss further at a workshop with a view to bringing back a proposal to the next meeting. (Moved Cr Colenso/Seconded Read) Carried 3. To receive the Wings Over Wairarapa Report and to agree that the Community Board were not a promotional body and to refer Wings Over Wairarapa to the Martinborough Business Association. (Moved Read/Seconded Cr Maynard) Carried	Open	28/6/18: WOW advised of MCB decision 27/8/18: Meetings will be rotated, Waihinga Centre and the Marae will be first options
361	11-Jun-18	Lisa Cornelissen	Discuss the proposal to move the existing shade structure at Martinborough Pool to the northern side of the pool area with the shade cloth appropriately tilted in a workshop (close action 731)	Open	• Nov 2017 – SWDC - Installation of Pergola from the Playground at the Pool (not feasible pergola not to code) SWDC to move existing shade at the Princess Street end of the pool closer to the toddlers pool.

Ref #	Raised Date	Responsible Manager	Action or Task details	Status	Notes
455	16-Jul-18	Mark	MCB RESOLVED (MCB 2018/48): 1. To receive the Officers' Report. 2. To agree that the light and pole is replaced, ensuring that the new light bulb meets the Dark Sky standard (2200 kelvins or less). 3. That repointing is undertaken as necessary. 4. That the cenotaph plinth is plastered and painted to look like new concrete, painted grey, and that an anti-slip texture is applied. (Moved Cornelissen/Seconded Cr Colenso) Carried	Open	17/08 Work in progress. Pole and light to be replaced w/c 20 August; plastering and painting work to follow 24/09 Work in progress; almost complete
458	16-Jul-18	Cr Colenso	Provided Considine Park Users Group members are all in favour of fireworks being held in Considine Park, invite Martinborough School to organise the 2018 Guy Fawkes event	Open	27/8/18: Considine Park Committee happy for fireworks to go ahead, provided it is moved away from cricket pitch. Cr Colenso to liaise with School and officers.
459	16-Jul-18	Mark	Enquire with the Martinborough cycle stand supplier whether the piece between the stands displaying the cycle picture is still to be supplied, and if not source something similar to indicate their purpose	Actioned	17/08 Cycle stencil being organised to paint on ground clearly indicating cycle stand
549	27-Aug-18	Mark	MCB RESOLVED (MCB2018/53): 1. Not to support a pedestrian crossing on Jellicoe Street at this time, as support has been given to painting yellow lines on the corners of Venice/Jellicoe and Naples/Jellicoe Streets, and these safety improvements will move traffic away from junctions. (Moved Cornelissen/Seconded Read) Carried	Open	26/09 Road marking contractor is scheduled for March 2019
556	27-Aug-18	Mark	MCB RESOLVED (MCB 2018/60): 1. To receive the Martinborough School Parking Report. 2. To defer a decision until the Footpath Strategy has been viewed by the Community Board. (Moved Cornelissen/Seconded Beattie) Carried	Open	
559	27-Aug-18	Jennie	MCB RESOLVED (MCB 2018/63): 1. To receive the Officers' Report. 2. To decline the application from Lilly McMahon. 3. To grant Bombora Events \$500 to assist with the running costs associated with running a community	Actioned	7/9/18: All advised of decision

Ref #	Raised Date	Responsible Manager	Action or Task details	Status	Notes
			<p>festival in Tora in January 2019.</p> <p>4. To grant the Martinborough Business Association \$1,000 towards the costs associated with installing a CCTV camera security system around the town.</p> <p>5. To grant the Wairarapa Citizens Advice Bureau \$350 towards the costs associated with running the service.</p> <p>6. To decline the application from the Curtis Cup U13 Representative Hockey Team.</p> <p>7. To grant Life Education Trust \$500 towards the costs associated with delivering a mobile classroom life skills programme.</p> <p>8. To grant Martinborough Squash Club \$1,000 towards the costs associated with installing a leaf protection system in the gutters of the Squash Club building.</p> <p>9. To grant Martinborough Youth Trust \$1,025 towards the costs associated with assisting youth attend the Discovery programme.</p> <p>10. To decline the grant from 3RGroup and as the programme would benefit the whole of the South Wairarapa suggest that they apply for grant funding to Council.</p> <p>11. To decline the grant from the SPCA and as the programme would benefit the whole of the South Wairarapa suggest that they apply for grant funding to Council.</p> <p>12. To grant the Martinborough Toy Library \$300 towards the costs associated with upgrading the Toy Library software to an online version with website capability.</p> <p>(Moved Cornelissen/Secoded Cr Maynard) Carried</p>		
560	27-Aug-18	Mark	Paint regulation length yellow lines on the corners of Jellicoe/Broadway Streets and Venice/Jellicoe Streets and Naples/Jellicoe Streets	Open	26/09 Road marking contractor scheduled to come March 2019

Ref #	Raised Date	Responsible Manager	Action or Task details	Status	Notes
562	27-Aug-18	Mark	Ensure that the Pain Farm lease arrangements are returned to a long term lease now that the prime time for securing grazing leases is approaching	Open	24/09 Deferred to January 2019
563	27-Aug-18	Lisa Cornelissen	Setup a meeting with Martinborough School, Martinborough Kindergarten and Council officers to determine why the School views the muddy berms as a safety concern and whether communication around alternative drop-off/pickup locations may solve the problem	Open	
564	27-Aug-18	Mark	Advise MCB members whether the new flag tracking system could be fitted while the old system remained in place (in order that flags can be utilised until end of life), and the time requirement for a decision on the flag tracking system	Open	27/09 WIP
565	27-Aug-18	Cr Colenso	Determine whether the town flags could be used or modified for the proposed flag tracking system	Open	
566	27-Aug-18	Lisa Cornelissen	Work with Waihinga Trust to itemise a list of Martinborough playground equipment that is being put back in the playground, but needs refurbishing, and forward to Mayor Napier so consideration can be given for refurbishment to be paid for from Council's playground maintenance budget	Open	
567	27-Aug-18	Mark	Inform Martinborough Community Board once NZTA (via their traffic info page) are setup to display all road closure information in the South Wairarapa	Open	4/10 Tim working with NZTA on this
568	27-Aug-18	Mark	When the Martinborough footpath maintenance programme has been completed, communicate that programme to the Community Board	Open	

MARTINBOROUGH COMMUNITY BOARD

23 OCTOBER 2018

AGENDA ITEM 6.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statements.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Statement for the period 1 July 2018 - 31 August 2018.*

1. Executive Summary

The Income and Expenditure Statement for 1 July 2017 – 30 June 2018 is included in Appendix 1 and the statement for the 1 July 2018 – 31 July 2018 is in Appendix 2 along with the current beautification budget balance. The Chair may ask Council officers for comment and all members may ask the Council officers for clarification and information through the Chair.

2. Appendices

Appendix 1 - Income and Expenditure Statement for 1 July 2017 – 30 June 2018

Appendix 2 - Income and Expenditure Statement for 1 July 2018 – 31 July 2018

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

Appendix 1 - Income and Expenditure Statement for 1 July 2017 – 30 June 2018

<i>Martinborough Community Board</i>		
<i>Income & Expenditure For the year ended 30 June 2018</i>		
<u>INCOME</u>		
Balance 1 July 2017	7,575.00	
Annual Plan 2017/18	26,868.00	
aztec inflatable for mba Pool	2,400.00	
inflatable slide sold to gtn com board	2,000.00	
TOTAL INCOME	38,843.00	
<u>EXPENDITURE</u>		
Members' Salaries	15,714.22	
Total Personnel Costs	15,714.22	
AP Local Governmen Annual CBD levy 2017/18	216.67	
Exp from Wages correction V Read Parking	102.00	
Exp from Wages correction V Read Conf Mileage	105.12	
Exp from Wages correction V Read Conf dinner	28.00	
AP OfficeMax New Z Stationery etc	4.99	
AP Canvasland Hold 2 inflatables - Mbo pool	4,524.41	
AP Mr S G Campbell Totara cheeseboard/tag gift-power box ar	55.00	
AP Martinborough M Donation - Martinborough Communtiy Boar	300.00	
Total General Expenses	5,336.19	
AP Citizens Advice MCB grant - general running of bureau	350.00	
AP Martinborough C Grant-assist repair/service sewing machi	500.00	
AP Friends of Mart Outdoor movie evening-Waihinga Centre Wa	500.00	
AP Martinborough J Community Guy Fawkes event grant	653.00	
AP Martinborough N MCB grant-transport senior teams to away	950.00	
AP Traffic Safe Ne Mbo Xmas Parade TMP 2017	1,220.00	
AP Ruamahanga Heal Community Garden - MCB grant	1,000.00	
Refund MBoro Hockey Club - Guy	-111.00	
AP South Wairarapa MCB grant - Homework/Breakfast club	600.00	
AP The Sign Factor 12 ANZAC project coreflutes	469.56	
AP Hau Ariki Marae Grant for redevelopment of the atea Mara	1,500.00	
AP Tuhirangi Netba Costs towards new eqmnt & entering team	250.00	
AP Southern Junior Grant - towards costs new equip for juni	750.00	
AP Maths Wairarapa MCB grant-school maths competition	300.00	
Correction Jnl Comm Board Mbo Music grant from GCB to MCB	1,000.00	
Total Grants	9,931.56	
TOTAL EXPENDITURE	30,981.97	
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	7,861.03	
BALANCE TO CARRY FORWARD	7,861.03	

Appendix 1 - Income and Expenditure Statement for 1 July 2018 – 31 August 2018

<i>Martinborough Community Board</i>	
<i>Income & Expenditure For the Period Ended 31 August 2018</i>	
<u>INCOME</u>	
Balance 1 July 2018	7,861.03
Annual Plan 2018/19	27,639.00
TOTAL INCOME	35,500.03
<u>EXPENDITURE</u>	
Members' Salaries	2,658.14
Mileage reimbursements	81.76
Total Personnel Costs	2,739.90
Total General Expenses	0.00
Total Grants	0.00
TOTAL EXPENDITURE	2,739.90
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	32,760.13
<u>LESS: COMMITMENTS</u>	
Salaries to 30 June 2019	13,526.86
Mileage to 30 June 2019	418.24
Student representative honorarium \$50 per meeting	150.00
Engagement programme	500.00
Martinborough basketball backboards and posts	500.00
Martinborough school	500.00
Bombora Events Community Festival Tora	500.00
Martinborough Business Association CCTV	1,000.00
Wairarapa Citizens Advice Bureau	350.00
Life Education Trust	500.00
Martinborough Squash Club Leaf protection	1,000.00
Martinborough Youth Trust Discover Programme attendance	1,025.00
Martinborough Toy Library	300.00
Total Commitments	20,270.10
BALANCE TO CARRY FORWARD	12,490.03

Martinborough Community Board		
Beautification fund For the Period Ended 31 July 2018		
	Balance 1 July 2018 - Beautification	45,076.92
	Annual Plan 2018/19 - Beautification	10,710.00
	TOTAL INCOME	55,786.92
	Total Beautification	0.00
	TOTAL EXPENDITURE	-
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	55,786.92
	<u>LESS: COMMITMENTS</u>	
	Waihinga Centre	30,000.00
	Bike racks including installation	450.00
	Water fountain	17,500.00
	Total Commitments	47,950.00
	BALANCE TO CARRY FORWARD	7,836.92

SOUTH WAIRARAPA DISTRICT COUNCIL

23 OCTOBER 2018

AGENDA ITEM 6.4

DUBLIN STREET WEST AND NEW YORK STREET WEST

Purpose of Report

To update the Martinborough Community Board on the investigation of renaming of Dublin Street West and New York Street West. To seek the support of the Martinborough Community Board for the name "Vintners Lane" as a replacement of Dublin Street West.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Dublin Street West and New York Street West Report.*
2. *Support the name Vintners Lane to replace Dublin Street West.*

1. Background and Discussion

Council received an application from Mr John McGibbon of 39 Dublin Street, Martinborough to change the name of Dublin Street West. The reason for this was to prevent confusion between Dublin Street and Dublin Street West. Mr McGibbon noted that he often received mail that was intended for 39 Dublin Street West but incorrectly addressed.

Officers sought the Community Board's input and the matter was raised at various Community Board meetings and advice was sought from officers.

Council's Road Naming Policy seeks to avoid roads with similar sounding names and provides for changes in road names where there is clear benefit to the community and with the support of the "significant majority" of owners and residents.

Emergency services were contacted and raised no concerns with either Dublin Street West or New York Street West.

In November 2017, the Community Board requested that Council investigate changing the names of Dublin Street West and New York Street West (resolution MCB 2017/95).

The residents of both streets were canvassed to ascertain their appetite to change the name of their street.

The majority of Dublin Street West residents indicated that they would like the name Dublin Street West changed.

The majority of New York Street West residents indicated that they would like to retain the name New York Street West. It is therefore recommended that the name New York Street West is retained.

Following this, the Dublin Street West residents were asked to provide alternative street names. Residents responded with the following suggested names;

- Karerarea
- Vintners
- Galway

The seven residents of Dublin Street West were then asked to vote on their preferred street name and suffix (eg, Lane, Way, Street etc).

The majority of residents that voted preferred the street name Vintners Lane (four votes) ahead of Karearea Lane (two votes).

In terms of the names, Vintners Lane acknowledges the importance of the Martinborough Wine Industry within Martinborough and the District and is considered to have local significance. Lane is defined in the policy as a “narrow road” and is considered to be an appropriate suffix.

Karearea is the name of the New Zealand Falcon in Maori. It was a road name suggested to reflect the past association of the bird with local vineyard practice, in particular, that of bird scaring and grape protection.

The Rural and Urban Addressing Standard AS/NZS4819:2011 (at 4.7.5) states that possessive apostrophes shall not be used and therefore it is recommended that Vintners Lane does not have an apostrophe.

2. Conclusion

Accordingly, Council officers recommend that Dublin Street West is renamed to Vintners Lane.

The change in road name will require an alteration of Council’s RAMM (Road Asset and Maintenance Management) database at an estimated cost of \$200 and a new road sign at an estimated cost of \$200.

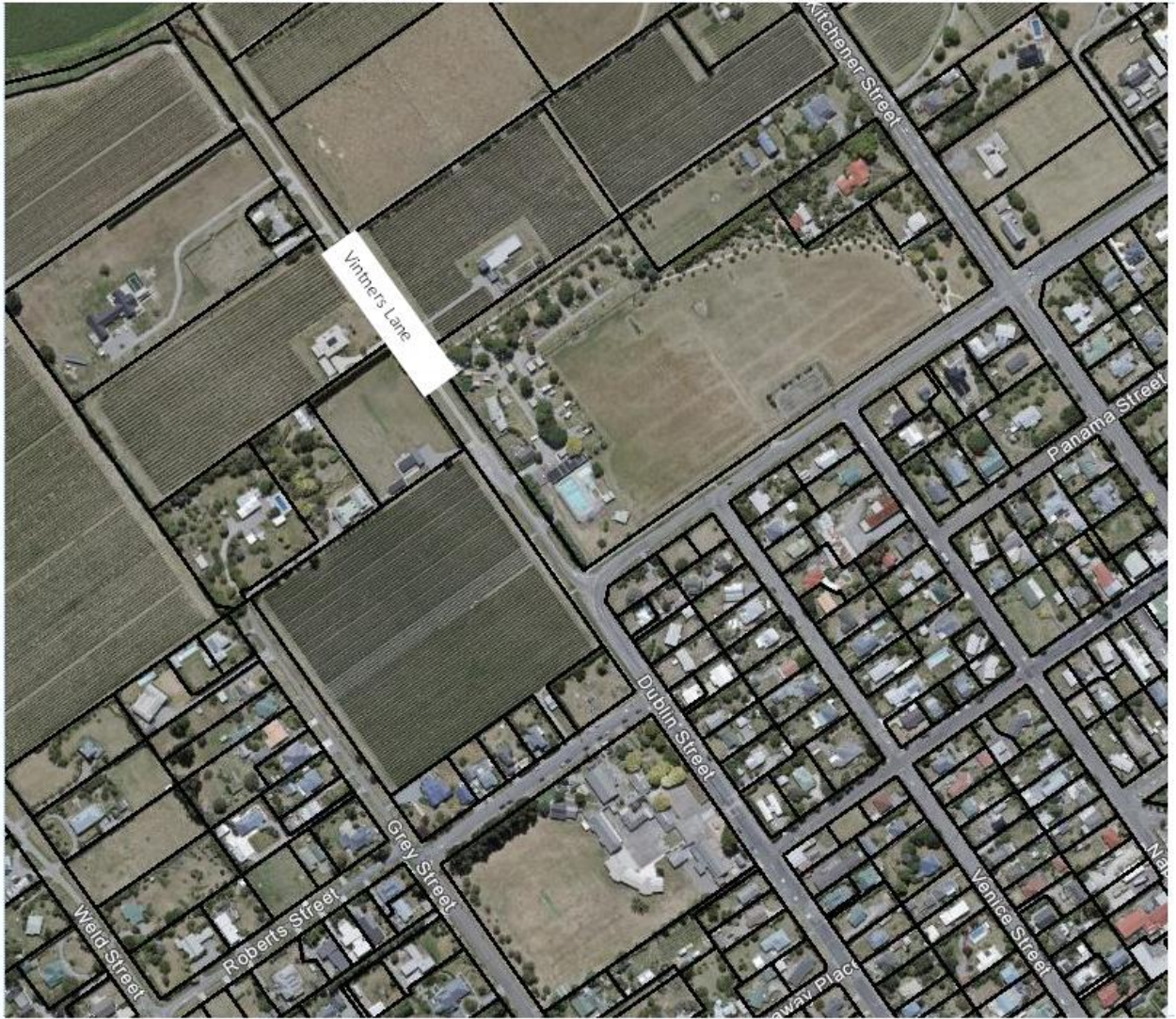
3. Appendices

Appendix 1 – The recommended name shown on a map

Contact Officer: Russell Hooper, Planning Manager

Reviewed By: Russell O’Leary, Group Manager Planning and Environment

Appendix 1 – The recommended name shown on a map



MARTINBOROUGH COMMUNITY BOARD

23 OCTOBER 2018

AGENDA ITEM 6.5

FINANCIAL ASSISTANCE ACCOUNTABILITY REPORT

Purpose of Report

To update the Community Board on grant status and provide a report back on accountability forms received from recipients.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Financial Assistance Accountability Report.*

1. Executive Summary

Martinborough Community Board has two financial assistance rounds per year but will consider interim grants if the request is urgent. All applicants are required to submit an accountability return and are followed up if a return hasn't been lodged.

2. October 2018 Summary

A summary of grants allocated and their status is provided in Appendix 1. Accountability returns are shown in Appendix 2.

3. Appendix

Appendix 1 – Grants Summary

Appendix 2 – Accountability Returns

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive Officer

Appendix 1 – Grants Summary



Community Board Financial Assistance Tracking

Status to be followed up in
February and August

COMMUNITY BOARD	Location of applicant (by Ward)	APPLICANT NAME	PROJECT DESCRIPTION	AMOUNT REQUESTED	AMOUNT ALLOCATED	STATUS	DATE PROJECT APPROVED/DECLINED	EXPECTED PROJECT COMPLETION DATE	PROJECT STATUS In progress (accountability not returned) Complete (accountability returned)	Followed Up
MCB	Featherston	Lake Ferry Anzac Club	To undertake maintenance of the flag pole and flag pole area at Lake Ferry	\$1,000	\$1,000	Approved	11 May 2015	NA	In Progress	4/09/2015 & 1/4/16
MCB	Martinborough	Martinborough Cricket Club	To assist with the costs associated with purchasing new cricket gear bags, balls, grips and score books	\$794	\$794	Approved	29 May 2017		In Progress	21/11/2017 & 1/10/18
MCB	Martinborough	Martinborough Rugby Club	To assist with the costs associated with transporting senior teams to away fixtures	\$1,000	\$1,000	Approved	29 May 2017	1 October 2017	In Progress	21/11/2017 & 1/10/18
MCB	Martinborough	Martinborough School	To purchase 10 basketballs and shirts so children can participate with pride in the year 7 and year 8 interschool basketball competition	\$980	\$780	Approved	29 May 2017		In Progress	21/11/2017 & 1/10/18
MCB	Martinborough	Boomerang Bags Martinborough	Towards the costs associated providing repair and servicing to five sewing machines on loan from the community and to purchase needles, thread and screen paint for continued production of reusable bags.	\$500	\$500	Approved	4 September 2017		In Progress	1 October 2018
MCB	Martinborough	Friends of Martinborough Library	Towards the costs associated with running an outdoor movie evening for Martinborough to raise money for the children's library area furnishings in the Waihinga Centre	\$500	\$500	Approved	4 September 2017		In Progress	1 October 2018
MCB	Martinborough	Martinborough Health and Ruamahanga Health Trust Garden Project	To help with the costs associated with setting up a community garden to grow fresh produce for the community larder	\$1,000	\$1,000	Approved	27 November 2017		Complete	Report 23/10/2018



Community Board Financial Assistance Tracking

Status to be followed up in
February and August

COMMUNITY BOARD	Location of applicant (by Ward)	APPLICANT NAME	PROJECT DESCRIPTION	AMOUNT REQUESTED	AMOUNT ALLOCATED	STATUS	DATE PROJECT APPROVED/DECLINED	EXPECTED PROJECT COMPLETION DATE	PROJECT STATUS <small>In progress (accountability not returned) Complete (accountability returned)</small>	Followed Up
MCB	Martinborough	The Anglican Parish of South Wairarapa	To assist with the Martinborough Homework and Breakfast Club	\$600	\$600	Approved	29 January 2018		In Progress	1 October 2018
MCB	Martinborough	Hau Ariki Marae	Towards the costs associated with redevelopment of the ātea area of the Marae.	\$1,500	\$1,500	Approved	23 April 2018		Complete	Report 23/10/2018
MCB	Martinborough	Netball Southern	To go towards the costs associated with providing new equipment for junior players	\$750	\$750	Approved	23 April 2018		Complete	Report 23 Oct 18
MCB	Martinborough	Tuhirangi Netball	To go towards the costs associated with purchasing new equipment and entering a team into the Wairarapa netball league.	\$250	\$250	Approved	23 April 2018		Complete	Report 23 Oct 18
MCB	Martinborough	Martinborough School	To go towards the costs associated with hiring a fitness instructor so students can engage in professionally designed fitness and self-esteem building opportunities and invite them to reapply for further funding in the next funding round.	\$500	\$500	Approved	23 April 2018		In Progress	1 October 2018
MCB	Martinborough	Martinborough Music	To assist with the costs associated with running the classical music festival in September 2018	\$2,000	\$0	Deferred	23 April 2018		Complete	Subsequently approved
MCB	Masterton	Maths Wairarapa	To assist with the costs of running the 2018 schools maths competition	\$300	\$300	Approved	11 June 2018		In Progress	
MCB	Martinborough	Martinborough Music	For the provision of workshops at Greytown School, Kuranui College and Wairarapa College.	\$980	\$1,000	Approved	11 June 2018		In Progress	
MCB	Martinborough	Bombora Events	To assist with the costs associated with running a community festival in Tora in January 2019	\$999	\$500	Approved	27 August 2018		In Progress	
MCB	Martinborough	Martinborough Business Association	To assist with the costs associated with installing a CCTV camera security system around the town	\$5,000	\$1,000	Approved	27 August 2018		In Progress	
MCB	Martinborough	Wairarapa Citizens Advice Bureau	To assist with the costs associated with running the service	\$350	\$350	Approved	27 August 2018		In Progress	
MCB	Martinborough	Life Education Trust	To assist with the costs associated with delivering a mobile classroom life skills programme	\$500	\$500	Approved	27 August 2018		In Progress	
MCB	Martinborough	Martinborough Squash Club	To assist with the costs associated with installing a leaf protection system in the gutters of the Squash Club building	\$1,000	\$1,000	Approved	27 August 2018		In Progress	
MCB	Martinborough	Martinborough Youth Trust	To assist with the costs associated with assisting youth attend the Discovery programme	\$2,050	\$1,025	Approved	27 August 2018		In Progress	
MCB	Martinborough	The Martinborough Toy Library	To assist with the costs associated with upgrading the Toy Library software to an online version with website capability	\$300	\$300	Approved	27 August 2018		In Progress	

Appendix 2 – Accountability Returns

From: Hau Ariki Marae [mailto:hauariki@gmail.com]
Sent: Thursday, 4 October 2018 4:10 p.m.
To: Suzanne Clark - Committee Secretary <Suzanne.Clark@swdc.govt.nz>
Subject: Hau Ariki Marae - Accountability for Grant from Martinborough Community Board

To the Martinborough Community Board

Please find attached in 2 parts an account of how the grant funds of \$1,500 were expended by Hau Ariki Marae.

We would like to extend our sincere thanks once again to the Community Board for granting these funds this year in April to the work on the marae ātea as part of the larger Marae DIY project.

We apologise for the delay in completing the accountability form.

Ngā mihi

Kevin Haunui
Hau Ariki Marae

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Successful applicants must provide a quarterly report to the MCB detailing progress and submit this Strategic Grants Accountability Form within 3 months of the grant being expended. No further grants will be considered until we have received this feedback form.

Please return the completed form along with bank statements, invoices and receipts identifying the grant expenditure to –

Suzanne Clark
 South Wairarapa District Council
 PO Box 6
 Martinborough 5741
Suzanne.clark@swdc.govt.nz

1.	Name of Organisation	Hau Ariki Marae
2.	Project Name	Marae Ātea Makeover – Marae DIY Project
3.	Date of Grant	23 April 2018
4.	Amount of Grant	\$1500
5.	Please provide a summary of the project	
<p>Hau Ariki Marae completed a "makeover" of its facilities and grounds over 4 days in May 2018 with the support of Marae DIY television producers. The "makeover" coincided with a landmark event for the television producers, 100 episodes.</p> <p>On Saturday 12.20pm 29 September, TV3 went live nationwide with the 100th episode of Marae DIY featuring Hau Ariki Marae. This episode was watched onscreen live by approximately 70 Māori and Pakeha from Martinborough at Hau Ariki Marae.</p> <p>This grant supported the development of the ātea or area in front of the wharenuī. The development of the ātea was one of a number of works around the marae that was completed as part of the Marae DIY – the funding goal of \$45,000. Together with sponsored products valued at \$88,300 provided for the entire Marae DIY, the total project value came to \$133,300</p> <p>Martinborough Community Board is to be congratulated for contributing towards the significant renovation of Hau Ariki marae, an asset that Martinborough can be justly proud.</p>		

6.	Please provide details of how the grant was spent, explaining any expenditure which was not used for the intended purpose as outlined in your grant application.
<p>The full amount of the grant of \$1,500 was expended within the entire Marae DIY project cost.</p> <p>Attached is a letter of accountability from Screentime NZ who managed the project.</p> <p>Photos of the work completed on the atea are also attached.</p>	
7.	How has your project provided long-lasting benefit to the Martinborough Ward community?
<p>The contribution of this grant towards work included in the overall Hau Ariki Marae DIY project has provided and will provide long lasting economic and social benefit to the Martinborough Ward community well beyond the dollar value of \$1500 provided:</p> <ol style="list-style-type: none"> 1. The Marae DIY project celebrated Hau Ariki Marae as a community and regional facility; and fostered local pride in the marae by Māori, the people of Martinborough and the Wairarapa. The project engaged the community in a novel way. <ol style="list-style-type: none"> a. Many new people were introduced to the marae, hundreds of people volunteered, many local businesses contributed, there was significant sponsorship. b. Hau Ariki Marae and Martinborough received nationwide and regional attention through television and press (Wairarapa Times-Age 21 May 2018) 2. The upgrade of the marae ātea, along with other work around the marae has significantly lifted the overall attractiveness of the marae as a venue for community, corporate and educational gatherings. This provides benefits for Hau Ariki Marae and local community organisations who provide services. <ol style="list-style-type: none"> a. Community education Māori programmes provided at Hau Ariki have increased b. The number of Te Wananga o Aotearoa education programmes involving 2 night stays at Martinborough have significantly increased. 	
8.	How has your project furthered the MCB's stated Vision and Priority Areas?
<ol style="list-style-type: none"> 1. This project highlights a community that is engaged, family friendly and provides opportunities for residents of all ages 2. This grant contributes towards a project that engages and involves community that is seen as a major benefit for current and future residents. 	
9.	Please provide details of funding received from other organisations in support of this project
<p>Breakdown of \$45,000 funding</p> <ul style="list-style-type: none"> • \$26,900 from organisations - Trust House \$24,000, SWDC, \$1,500, Kahungunu Inc, \$1,000, Kahungunu ki Wairarapa Inc. \$200, Department of Conservation \$200 • \$7,135 private donors • \$10,965 Hau Ariki contribution 	

10.	If this was not a one-off application please outline likely future funding requirements for this project.
Not applicable	
11.	Bank Statements, Invoices and Receipts, Please provide copies of: <ul style="list-style-type: none"> - Bank Statement with the grant fund deposit highlighted - Bank Statements with the grant expenditure highlighted - Invoices and Receipts for all expenditure items

Thank you for taking the time to complete this form, this allows us to carefully consider the success of our strategic grants, and helps us to allocate our future funding to achieve the best outcomes for the Martinborough Ward community.

Hau Arika Marae

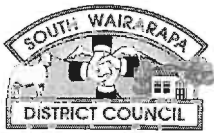
Marae opening, 1998



Marae ātea
just before Marae DIY

Marae ātea
after Marae DIY 2018





Martinborough Community Board Strategic Grants Accountability Form

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Successful applicants must provide a quarterly report to the MCB detailing progress and submit this Strategic Grants Accountability Form within 3 months of the grant being expended. No further grants will be considered until we have received this feedback form.

Please return the completed form along with bank statements, invoices and receipts identifying the grant expenditure to –

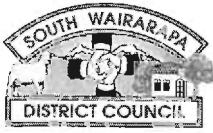
Suzanne Clark
South Wairarapa District Council
PO Box 6
Martinborough 5741
Suzanne.clark@swdc.govt.nz

1.	Name of Organisation	Martinborough Health Centre
2.	Project Name	Martinborough Community Garden Funding
3.	Date of Grant	
4.	Amount of Grant	\$1,000 + GST
5.	Please provide a summary of the project	
<p>To set-up a Community Garden to provide fresh produce to the Community Larder situated at the Medical Centre in Oxford Street.</p> <p>To also hold gardening sessions to teach our community how to grow their own vegetables.</p> <p>This was all part of a Community Health Project that the Martinborough Medical Centre set-up to help our community get healthy by having access to fresh product. This incorporated the Community Garden, the Community Larder, a walking group and also running Healthy Lifestyle Programs. One running in October for 8 weeks and is fully booked.</p>		



Martinborough Community Board Strategic Grants Accountability Form

6.	<p>Please provide details of how the grant was spent, explaining any expenditure which was not used for the intended purpose as outlined in your grant application.</p>
<p>Please refer to attached spreadsheet on actual expenditure spend. The majority of the money was to set up a Community Garden and so was used for Planter Boxes, Compost / Top Soil, Lucerne, Garden equipment such as Wheelbarrow, Secateurs, Storage Box and plants.</p>	
7.	<p>How has your project provided long-lasting benefit to the Martinborough Ward community?</p>
<p>The Community Garden has been providing fresh produce to the Community Larder and run several educational sessions as listed below;</p> <ol style="list-style-type: none"> 1. How to set-up a planter box to grow vegetables. 2. How to grow Garlic 3. How to plant fruit trees e.g. blueberries and strawberries. <p>The next event will be on growing Kumara.</p> <p>These events have been attended by both young and old and have proven very popular. Please refer to our face book page. "Martinborough Healthy Lifestyle Project?"</p>	
8.	<p>How has your project furthered the MCB's stated Vision and Priority Areas?</p>
<p>More and more of the community are now bringing their surplus into the Larder to share. This gives access to those that don't have their own gardens but also stops the waste. Good fruit falling of trees, small pumpkins being fed to the pigs as not fit for export but perfect size for our elderly.</p>	



Martinborough Community Board Strategic Grants Accountability Form

9.	Please provide details of funding received from other organisations in support of this project				
<table><tr><td>Down to Earth Garden</td><td>\$300</td></tr><tr><td>Esther Street Raffle</td><td>\$200</td></tr></table> <p>Martinborough Unichem Pharmacy donated a fridge for the larder last summer. Parkvale Mushroom donated a trailer of compost and we were also donated a trailer of topsoil. Numerous donations of plants and offers to grow seedlings.</p>		Down to Earth Garden	\$300	Esther Street Raffle	\$200
Down to Earth Garden	\$300				
Esther Street Raffle	\$200				



Martinborough Community Board Strategic Grants Accountability Form

10.	If this was not a one-off application please outline likely future funding requirements for this project.
<p>MANY THANKS FOR THE GRANT TO GET US SET-UP. PLEASE FEEL FREE TO POP INTO THE GARDEN OR VISIT OUR FACEBOOK PAGE.</p>	
11.	Bank Statements, Invoices and Receipts, Please provide copies of: <ul style="list-style-type: none">- Bank Statement with the grant fund deposit highlighted- Bank Statements with the grant expenditure highlighted- Invoices and Receipts for all expenditure items

Thank you for taking the time to complete this form, this allows us to carefully consider the success of our strategic grants, and helps us to allocate our future funding to achieve the best outcomes for the Martinborough Ward community.



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Please return the completed form along with bank statements, invoices and receipts identifying the grant expenditure to –

Suzanne Clark
South Wairarapa District Council
PO Box 6
Martinborough 5741
Suzanne.clark@swdc.govt.nz

1.	Name of Organisation	Southern Netball Club														
2.	Project Name	Equipment														
3.	Date of Grant	April 2018														
4.	Amount of Grant	\$750														
5.	Please provide a summary of the project															
<p>Southern Netball have purchased a variety of equipment to support the growth of the club and the implementation of 5 a-side for year 3 and 4's.</p> <table> <tr> <td>Ballpump x1</td> <td>\$9.00</td> </tr> <tr> <td>First Aid Kit x1</td> <td>\$27.00</td> </tr> <tr> <td>Ball Bag x1</td> <td>\$39.99</td> </tr> <tr> <td>Netball Stand x1</td> <td>\$144.99</td> </tr> <tr> <td>Timer x1</td> <td>\$22.49</td> </tr> <tr> <td>Balls x 27</td> <td>\$632.75</td> </tr> <tr> <td>Bibs</td> <td></td> </tr> </table>			Ballpump x1	\$9.00	First Aid Kit x1	\$27.00	Ball Bag x1	\$39.99	Netball Stand x1	\$144.99	Timer x1	\$22.49	Balls x 27	\$632.75	Bibs	
Ballpump x1	\$9.00															
First Aid Kit x1	\$27.00															
Ball Bag x1	\$39.99															
Netball Stand x1	\$144.99															
Timer x1	\$22.49															
Balls x 27	\$632.75															
Bibs																



**Martinborough Community Board
Strategic Grants Accountability Form**

6.	Please provide details of how the grant was spent, explaining any expenditure which was not used for the intended purpose as outlined in your grant application.
As per section 5, all funds were spent.	
7.	How has your project provided long-lasting benefit to the Martinborough Ward community?
It has provided resources to support keeping youth of community active	
8.	How has your project furthered the MCB's stated Vision and Priority Areas?
The project has enabled Netball Southern to keep the cost of participating in netball manageable for families ensuring high participation.	
9.	Please provide details of funding received from other organisations in support of this project
N/A We have had Business Sponsorship to cover court hire and uniform.	



Martinborough Community Board Strategic Grants Accountability Form

10.	If this was not a one-off application please outline likely future funding requirements for this project.
N/A	
11.	Bank Statements, Invoices and Receipts, Please provide copies of: <ul style="list-style-type: none">- Bank Statement with the grant fund deposit highlighted- Bank Statements with the grant expenditure highlighted- Invoices and Receipts for all expenditure items

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Martinborough Community Board Strategic Grants Accountability Form

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Please return the completed form along with bank statements, invoices and receipts identifying the grant expenditure to –

Suzanne Clark
South Wairarapa District Council
PO Box 6
Martinborough 5741
Suzanne.clark@swdc.govt.nz

1.	Name of Organisation	Tuhirangi Netball Club										
2.	Project Name	Equipment										
3.	Date of Grant	April 2018										
4.	Amount of Grant	\$250										
5.	Please provide a summary of the project											
<p>Resources to support netball in the Southern catchment of Pirinoa, Cape Palliser, Lake Ferry and Kahutara enabling women of the community to come together and be active.</p> <table><tr><td>Drink Bottle Carrier</td><td>\$21.99</td></tr><tr><td>Timer</td><td>\$22.49</td></tr><tr><td>Balls</td><td>\$183.96</td></tr><tr><td>Ball Bag</td><td>\$39.99</td></tr><tr><td>Finto Aid</td><td>\$27.00</td></tr></table>			Drink Bottle Carrier	\$21.99	Timer	\$22.49	Balls	\$183.96	Ball Bag	\$39.99	Finto Aid	\$27.00
Drink Bottle Carrier	\$21.99											
Timer	\$22.49											
Balls	\$183.96											
Ball Bag	\$39.99											
Finto Aid	\$27.00											



Martinborough Community Board Strategic Grants Accountability Form

6.	Please provide details of how the grant was spent, explaining any expenditure which was not used for the intended purpose as outlined in your grant application.
<p>Ballpump \$9.00 Balls \$183.96 Timer \$22.49 Ball Bag \$39.99 Water bottle carrier \$21.99 First Aid Kit \$27.00</p>	
7.	How has your project provided long-lasting benefit to the Martinborough Ward community?
<p>Providing resources to ensure the club is active at a reasonable price to participants</p>	
8.	How has your project furthered the MCB's stated Vision and Priority Areas?
<p>Has minimised cost to players ensuring a social active opportunity exists for women in the lower valley.</p>	
9.	Please provide details of funding received from other organisations in support of this project
<p>N/A.</p>	



Martinborough Community Board Strategic Grants Accountability Form

10.	If this was not a one-off application please outline likely future funding requirements for this project.
N/A	
11.	Bank Statements, Invoices and Receipts, Please provide copies of: <ul style="list-style-type: none">- Bank Statement with the grant fund deposit highlighted- Bank Statements with the grant expenditure highlighted- Invoices and Receipts for all expenditure items

Thank you for taking the time to complete this form, this allows us to carefully consider the success of our strategic grants, and helps us to allocate our future funding to achieve the best outcomes for the Martinborough Ward community.

To Martinborough Community Board,
 We thank you for your recent support. We are enjoying the new equipment and also our strong start to season currently leading Premier Three.

Many Thanks
 Tukirangi Netball

Dear Martinborough Community Board,

Many thanks for your recent support. We are enjoying a stellar season with our highest participation since the clubs inception. Two players in the Weirara rep teams. Our 4 year 5-8 teams have secured top 4 places for round two. We are training at the tennis club thanks to further community support.

Many thanks
 Southern Netball.

MARTINBOROUGH COMMUNITY BOARD

26 SEPTEMBER 2018

CHAIR'S REPORT

Purpose of Report

To inform Martinborough Community Board of the Chair's actions since the last meeting and to raise items for discussion and decision.

Recommendations

That the Martinborough Community Board:

1. *Receive the information*
2. *Discuss each item, receive associated reports and adopt the recommended resolutions.*

1. Meetings and Events

4 September 2018	Public Meeting re. Bank Closure
5 September 2018	Infrastructure and Planning
10 September 2018	Fiona Couchman re. Martinborough Christmas Event
18 September 2018	MCB Workshop including MADCAPs re Christmas Event
25 September 2018	Waste Water Community Liaison Group
25 September 2018	Community Board Chairs
26 September 2018	MADCAPs Committee Meeting

Looking ahead:

10 October 2018	Infrastructure and Planning – Apology Given
13 November 2018	MCB Workshop
13 November 2018	MCB Chairs

Current Community Board Projects

A record of Martinborough Community Board projects with target dates and the responsible member or SWDC if the action currently lies with Council.

- June 2017 – SWDC Pain Farm Lease – due to be progressed in Jan 2019
- Nov 2017 – SWDC - Installation of Pergola from the Playground at the Pool (not feasible pergola not to code) SWDC to move existing shade at the Princess Street end of the pool closer to the toddlers pool.
- Dec 2017 – SWDC – Martinborough Square Cenotaph repairs, first raised in May 2015. Repairs underway.
- Q1 2018 – SWDC report. Resolve parking issues around the School on Dublin and Roberts Street. Lisa to organise a meeting with Tim Langley and the School.
- Oct 2018 – Underplanting the Olive Trees at the entrance to Martinborough
- Nov 2018 – MR - Poppy Road Signs Project
- Dec 2018 – MCB & MADCAPs – Martinborough Christmas Celebrations – Lisa has reissued a business survey to understand potential business participation / sponsorship of a Christmas Parade. Discussions held with MADCAPs and Fiona Couchman who have been invited to put a proposal for funding to MCB
- June 2019 – MCB – Consider a Beautiful Towns and Cities Awards nomination - when Waiyinga Centre completed
- Ongoing – PC - Bus Shelter beautification
- Ongoing – ALL – Facebook
- Ongoing – LC/VR – LTP/AP
- Ongoing – MCB - Advocacy: Public Recycling Bins, Rubbish Collection Days, District Plan review, Footpath Funding, Speed Limits and Road Safety on Tourism routes
- Ongoing – LC - Community Engagement

Completed Projects/Initiatives

- SWDC Consultation with Residents on naming of Dublin Street West and New York Street West.
- 3 year footpath priorities are no longer a CB responsibility.
- Circular seating in Martinborough Square. SWDC has agreed to allocate funding in the 2019/20 financial year.
- School Zone 40km speed signs
- Bike Stands (in association with Lionesses)
- WW1 Commemorations – Photo Exhibition in the Square
- Power Box in Martinborough Square painted with an ANZAC Poppy design
- Beautification Funds allocated to provide a public drinking fountain and bottle filler in the Waihinga Park
- Considine Park Committee formed and first meeting held March 13th
- Appointment of a youth representative to MCB
- Basketball Nets for the court at the Martinborough Playground
- Facilitating the possible use of Considine Park for cricket
- Purchase of new pool play equipment and sale of slide to Greytown MCB
- Town Banners hung

Recommendation: Receive the information and make updates as necessary.

2. 2018_19 Budget

Budget attached

Recommendation: Receive the Budget.

3. MCB Workshop

Meeting notes attached.

Matters arising:

- Underplanting of the olive trees at the entrance to Martinborough has not happened.
- Flag Tracking System as per last Chair Report – replacing the system to enable flags to be changed from the ground will cost \$13,000 with \$7,000 funded by SWDC and the balance required from the MCB Beautification Budget. This is a one off opportunity as SWDC are hoping to do all three towns.
- Members identified parking in the centre of Martinborough and Footpath Funding as items they wish to be discussed in the next Annual Planning Process.

Recommendation:

1. *Receive the notes.*
2. *Generate an action for the underplanting of the olive trees at the*

entrance to Martinborough.

3. Resolve to allocate up to \$7,000 from Town Beautification funds to replace the flag tracking system.

4. Resolve to ask SWDC to include town centre parking and footpath funding as items for discussion in the next AP process.

4. Martinborough Christmas Event

I have met with Fiona Couchman and MADCAPs regarding the Martinborough Christmas Event. A request for funding will be tabled at this meeting.

Recommendation: Receive the tabled funding request.

Resolve to allocate funds (amount to be agreed) to the Martinborough Christmas Event.

MCB Budget July 2018 to June 2019

Updated 27 September 2018

INCOME

Carried Forward	7,861.03	Reconciled with SWDC I&E
Annual Plan	27,639.00	
TOTAL INCOME	35,500.03	

EXPENDITURE

Members Salaries	16,185.00
Allowance for Mileage	500.00

General Expenses

Community Board Levy	216.67
Youth Rep meeting attendance bfwd	150.00
Youth Rep meeting attendance	400.00
Total General Expenses	766.67

Strategic Objectives

1. An Engaged, Involved Community

Fireworks	600.00	\$500 plus allowance for SWDC fees
Matherapa	300.00	
Community Engagement	500.00	bfwd from 2017_18 \$117 spent on Christmas Survey
Youth Initiatives	0.00	Can be funded via Grants / Financial Assistance

2. A Well Connected, Liveable and Accessible District

0.00 No budget allocated this is an advocacy role

3. A Vibrant Martinborough Town Centre

Waiyinga Park and Playground	
Basketball back boards and posts	500.00 bfwd from 2017_18
Poppy Road Signs	200.00 Plaque and launch costs tbc
Christmas	

Christmas Event Funding 2,000.00 subject to a request for funding

4. Ensuring the best deal for local decision-making

0.00 No budget required

5. Ensure that Pain Farm continues to be managed in the spirit of the original bequest

0.00 No budget required

6. A Sustainable District

0.00 Can be funded via Grants / Financial Assistance

7. A professional and well respected Community Board

CB conference attendance for one delegate	1,500.00	Estimate, SWDC also pays for one (tbc)
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TOTAL STRATEGIC OBJECTIVES	5,600.00
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Financial Assistance

May 2018 Martinborough School bfwd	500.00	
Aug 2018 Bombora Events Tora Festival	500.00	
Aug 2018 MBA Security Cameras	1,000.00	
Aug 2018 Wairarapa CAB	350.00	
Aug 2018 Life Education Trust	500.00	
Aug 2018 Mboro Squash Club	1,000.00	
Aug 2018 Mboro Youth Trust	1,025.00	
Aug 2018 Mboro Toy Library	300.00	
Feb/March Grants Pool	5,000.00	? Dates for 2019 grants

Total Financial Assistance	10,175.00
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TOTAL EXPENDITURE	32,726.67
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BUDGETTED SURPLUS/(DEFICIT)	2,773.36
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Town Beautification

Martinborough Beautification Budget cfwd	-112.58
Martinborough Beautification Budget 2018/19	10,710.00
Budget	10,597.42

Less Commitments:

Waiyinga Park Water Fountain	2,760.50
Balance	7,836.92

MCB Workshop Notes

Tues 18th September 2018, 3.15pm, Martinborough Hotel

Present – Lisa Cornelissen, Victoria Read, Cllr Pam Colenso, Maree Roy

Apologies – Fiona Beattie

Purpose – to allow members to have an in depth discussion around current issues, and to ensure all members are well informed and able to debate the issues and make decisions at the following formal MCB meeting.

1. Martinborough South Growth Area

Members felt that the name was confusing with most people associating South with Lake Ferry Road. There was some concern around this plan pre-empting the spatial plan and members felt that we did not have enough information on this whole process.

Lisa will contact Honor to ask to be put on the list for information.

Lisa will invite Russell O’Leary to speak to MCB at 6pm prior to the next formal MCB meeting.

2. Budget

Discussed and agreed in principle. Lisa will include in the next formal meeting Chair report.

3. Parking

Members discussed parking issues in Martinborough on Saturday 15th September. There was a large cycling event in town which took up all the parking on Kitchener from Broadway to the Square, around the Square, Ohio Street and spread up Cambridge Road. Some left at 11am but most were still there over lunchtime. Fiona Beattie had a chat with some of the cyclists and their view was that as there was no signage or time limits in place they could park there all day.

Lisa has been in touch MBA to see if we can encourage cycle races to meet elsewhere. Members discussed including this topic for discussion in the next Annual Plan.

4. Entrance to Martinborough

From memory, when the olive trees at the entrance to Martinborough Olives were trimmed we were promised underplanting after the summer period. This has slipped off the action and project list. Lisa will add to the Chair report for discussion at the next meeting with a view to generating an action to complete this work.

5. Martinborough Christmas Event

Members were joined by MADCAPS members Shayne (President), Michelle, Andrea and Nancy. Jim Clark offered his apologies.

A general discussion took place regarding the business and community surveys undertaken by Community Board, the high cost of traffic management plans and the low level of business participation in the float parade last year.

MADCAPS proposed a Christmas event on 8 December along the lines of the 2016 event, Santa and the kids meeting at the Hall and forming a walking parade to the Square, Kids entertainment and Carols. Martinborough Community Board sponsorship of the event was discussed with Lisa inviting MADCAPS to put a funding proposal to the next Community Board meeting. This would be covered in the Chair report so a proposal could be tabled up to 24 hours before the meeting. Lisa agreed to forward the Event Application form to Shane and Fiona Couchman.

Lisa to attend the next MADCAPs committee meeting.

6. Community Hub Civil Defence Exercise

Pam updated members on this exercise which proved that the room works well and all necessary equipment can be accessed. Unfortunately community attendance was limited but there were some fantastic young Taratahi representatives in attendance.

7. Infrastructure and Planning Meeting - Footpaths

Lisa provide an update from the last I&P meeting. Lisa has made it clear to Council that nothing will change unless the funding model is addressed and significantly increased funding is made available.

Members discussed the maintenance issues with concrete footpaths which need edging to stop the grass covering the footpath.

Lisa will continue to pursue this through the Annual Plan process.

8. Flag Tracking System

The new system was discussed, unfortunately it cannot run along side the existing system without voiding the warranty. Members noted that currently banner replacement costs are zero, due to help from a local business – this may not continue. Lisa will add to the Chairs report with a recommendation for the next meeting. MCB will need to fund \$6,750 from the Beautification budget and find funds for replacement flags (previously \$2k)

Pam will contact Rotary and Lisa will contact Toast about the possible change to the new system.

9. Next formal MCB meeting

This meeting is scheduled for 8th October. Lisa is away and Vicky may not be able to attend – we might have quorum issues. Lisa to see if we can move the meeting either to the 16th or 23rd October.

13 September 2018

The Chair
Martinborough Community Board
C/- South Wairarapa District Council
PO Box 6
Martinborough 5741

Dear Board Members,

Some of the stories I hear are heart-wrenching.

But to get a phone call from someone we've helped, who just wants to say thanks, you made a difference in my life, is heart-warming.

No-one in their wildest dreams would ever think they'd need our help.

Every day the media alerts us to traumatic incidents. From car crashes to homicides, and all sorts in between. But what we don't hear about is the Police Officer and sometimes one of my team, visiting the family home to break the bad news. Or the utter turmoil that has beset that family. Or that their world has changed forever, and what they're now facing.

But our team of specially trained Support Workers understand the difficulties people will face.

They will calmly step in and support a person or family through their incredibly difficult time.

As a friend of Victim Support, we hope you'll take a few minutes to read *Voice*, to read about the work we do. You can read about a day in the life of Patricia, who specialises in homicide cases, supporting a family from the time of the homicide, right through until after the trial. She'll help them through their emotional needs as well as the myriad of practical or problematic things that will crop up along the way.

Families' needs vary, but she'll do whatever they need, which could range from advocating with relevant agencies to dealing with the funeral director or being by their side in Court.



The thing is, with criminal cases there's a long journey through the justice system, which people may find very difficult, and with homicide, it can take years. But we will do whatever we can to help.

We have Support Workers nationwide – there for victims of crime or trauma. Some are homicide specialists like Patricia, others are specialists supporting people after a sudden death or suicide, and others can support people after any other crime or trauma.

Losing a loved one like this really does turn a family's life upside down and no-one should have to suffer through that alone. But if they do, we're here for them. And that's because of supporters like you.

Thank you for your ongoing support. Our work really does make a difference in people's lives.

Kevin Tso
Chief Executive



Supporting victims OF HOMICIDE

Our highly skilled Homicide Family Support Workers will support a family through this difficult time, focussing fully on the family and their needs.

They will help with emotional support and be their rock, and also help in very practical ways. They can assist with funeral arrangements, provide access to funding, advocate for the family, organise counselling and accommodation. They'll liaise with WINZ, Oranga Tamariki, cultural groups, and anything else the family needs.

They'll help them navigate the justice process, be by their side in Court and assist with Victim Impact Statements. Everything they do is focused on helping and supporting the family through this time, and beyond.

Without professional support, the journey for those bereaved by homicide would be unthinkable.

We supported

1,617



bereaved by
homicide

July 17 - Jun 18

No-one ever expects the Police at their door telling them their loved one has been killed by homicide.

It is however an awful reality for around 70 families a year in New Zealand.

The statistics are chilling. Young men are over represented and approximately a third of homicide victims are Māori. Family violence accounts for around half of all homicides, and shamefully includes on average, nine child deaths a year.

The impact of a homicide is immense and what should be a private time of grieving can become very public.

The family's life is suddenly intertwined with official processes, media attention, and facets of their loved one's private life are no longer private. They're talked about by people who never knew them, over and over. There are so many questions, none of which will ever have a satisfactory answer.

The family's day to day life is severely affected. Their community and all that they know, may just not feel the same, they may not know what is normal anymore. Their lives have been changed forever.

While no-one can take away the pain or grief, Victim Support can help people get through it.

HOW WE WORK

Specialist trained Homicide Family Support Workers are assigned to a homicide case as soon as possible.

They will provide support for the multitude of logistical, emotional, judicial and physical support needs that the victims (family of the deceased), need.

We operate a hybrid model of support for our homicide work. Nationwide, we have a team of highly trained volunteer Homicide Support Workers, and staff Homicide Support Workers in Auckland and Christchurch.

They are supervised by Homicide Support Specialists, who oversee all homicide cases, providing co-ordination, liaison and case management for the cases' entirety.

Following an overwhelmingly positive pilot in 2015, this hybrid model provides a high quality service to victims' families at a highly traumatic time.

**Wherever we
are needed
we'll be
there**





From Kevin's desk

People often say to our team that they couldn't do the work we do. That it's just too hard.

They're right. It is hard work, and it's not for everyone. But those that do, our Support Workers, are dedicated, empathetic and highly trained.

Our Homicide Support Workers are further specialist trained, as the impact and demands on those affected by homicide are immense and long reaching.

In shock and distraught, a family can't quietly grieve and say goodbye to their loved one. They suddenly have Police, official processes, media, multiple

agencies and others in their life, and no concept of what's normal any more.

It's awful for the family.

It's vital there's support available to help them through the toughest time of their life.

Our homicide Support Workers know what to do. They gently step into the families lives and help. They understand the processes, can prepare the family for what's coming up, guide them through, advocate, and just be there for them. They're focused on the needs of the family, to support them from the time of the incident, through to trial and beyond.

We do this, because no-one should have to suffer through the aftermath of any crime, alone.

Ngā mihi
Kevin Tso, Chief Executive

A day in the life...

PATRICIA

Our Editor recently spent a day with Patricia, a Homicide Family Support Worker.

No day is typical for Patricia, as a new homicide referral or a current client needing urgent help, means plans can quickly change.

I asked her what would happen if a referral were to come through now.

"I'd head out to meet the Officer in Charge (OC) to fully understand the situation and meet the family," she said. "If the family home is the crime scene, I'll arrange accommodation and personal essentials for them as they can't enter the home. I'll liaise with the OC to get the paperwork which allows Victim Support to release funds to the family."

She'd do a family tree and needs assessment to establish the deceased's wider family and to get support for all underway. Needs can vary considerably during the support period and from person to person.

Patricia works collaboratively with her valuable volunteer colleagues, particularly as they may have been the initial person on the case if the homicide happened during the weekend or at night.

Given a homicide trial can take several weeks, Patricia spends quite a lot of time at the High Court, supporting the family and sitting at their side. "I'll do what I can to ease the burden for the family. I'll read the Victim Impact Statement if they can't manage it. It can be so difficult for the family, particularly the tough days when family give evidence or hear the minute details of how their loved one died."

"Some people attend Court every day and some don't. Some don't want to face the perpetrator any longer than they must or hear the forensic evidence. It's terribly gruelling for them."

After a morning of phone and email work, we make some home visits.

While each family we visit has differing circumstances, each has been blindsided by the cruel death of their loved one.

Patricia skilfully glides through the conversations, enquiring where things are at since they last spoke. She provides updates and discusses next steps, answers questions and clarifies aspects of the police investigation and judicial processes they were unsure of. Some of the conversation is tough, some downright heart-breaking.

All receive reassurance that she is there for them, she will sit with them in Court if they want, they can call her, they are not alone.

But she will do more than that. She'll do anything the families need.

Some families like to have a Court familiarisation, or have a screen between them and the perpetrator, or be ushered in and out of Court, diverted away from anyone they don't want to see. They'll be looked after through this ordeal.

Practical matters are addressed too. Financial support through the Ministry of Justice Victim Assistance Scheme can provide counselling, and accommodation while attending hearings. There's advocacy and assistance with the Police, WINZ, cultural groups and others, and help connecting the family to other avenues of support.

I note several things on these visits.

Gentle yet professional, warm and empathetic, Patricia is quite clearly highly thought of by each family. The genuine welcome into their homes, lives and struggles and the high level of trust was immediately palpable. I'm reminded of what Wellington based volunteer Support Worker Barbara had told me some time ago – "when I go out on a call, I'm stepping into someone's life, and I might be there for months or years."

Homicide clearly turns families lives upside down.

They've suffered. They've lived through something no-one should have to, yet it continues to dominate their lives as they move through the justice process – while perhaps wondering whether they will get justice for their loved one.

It's completely changed their living and financial circumstances, and cruelly brought someone they don't wish to know at all, into their lives.

Yet despite all this, their strength and resilience is clear. It hasn't been easy and there are still bumps on the road ahead, but their warmth and gratitude is visible. Patricia's repeatedly thanked for being that person that was and continues to be, there for them, as they wouldn't have wanted to get through alone.

"I love my job," said Patricia. "The depth of despair and turmoil that people suffer goes beyond comprehension, but somehow these brave people manage to display a courage and fortitude which I admire and respect so much. Anything I can do to help them through this journey I will, and it's a privilege to help them out as much as I can."



My story... MELISSA HEARD

Melissa was only six years old when she lost her father to homicide – and her life changed forever.

Everything went numb. She experienced nightmares and had fears no child should ever experience.

The pain did not go away and trickled on to other things in her life. Not knowing how to cope, as a teenager and young woman she rebelled and disregarded her life. She was living a life that seemed like something out of a movie, not something that really happened to people. She was always feeling lost and out of place, with an overbearing feeling that something bad was going to happen to her.

Around the age of 19 years, Melissa took an enormous step and approached Victim Support and asked for help.

From there, the road was long and winding. Melissa found a Counsellor that she could work well with and began the journey from her deep trauma to a good place.

Over time she used her pain and grief to propel her forward. She needed to get to a place of being content and nightmare free. She found that while the pain of losing her father never goes away, she could work on herself and change her world.

Need support?
Call now
**0800
842 846**

"I was a Daddy's girl at heart and I used his love to push me forward and to do everything in his memory in a positive way and I think about how he would like me to be. It's taken a lot of effort and I've had to push myself to get there," said Melissa.

When asked what advice she'd give to anyone in a similar situation, Melissa said, "it's hard, but seek help, get counselling and do the steps because it does work. Go through the motions of grief and look after yourself, including regular exercise. Do things that will keep your loved one's memory alive in a positive way and try to use the pain to push forward in life."

"Victim Support was a good starting point as it was one of the only places where people understood my situation," she said.

Today, Melissa is doing really well. She's achieved a great deal, personally and professionally, is in a good place, has a lot of positive things in her life, and thinks her dad would be really proud.



ADVISORY GROUP GIVES HOMICIDE VICTIMS A VOICE

Victim Support's Homicide Advisory Group met in Wellington last month to discuss issues facing victims of homicide and how Victim Support can best ensure their needs are met.

The group is made up of people who have lost a loved one to homicide, and who generously give their time to ensure the service is as effective as possible.

The group discussed their experiences of the New Zealand justice system and the changes they would like to see

Victim Support advocating for on their behalf, as well as providing crucial feedback on how Victim Support made a difference in their journey and could make a difference for others.



From left to right: Lynda West, Rawinia Tahu, Wendy Marshall, Alan Marshall, David Beavan, Rachel Beavan (absent – Jo Todd)



Following a homicide, the family of the loved one may wish for their memory to live on and to celebrate their life. They might do this publicly, privately, or both.

Taken is an online space for families to make and share a public tribute to a loved one they have lost through murder/homicide, thereby giving their loved one a voice.

It provides a place for all those affected by homicide to come together, remember and celebrate the loved one that was taken. It also provides a place for people on those outer ripples to show their support for the grieving families and unite together as a community to work towards a better society.

As one of the *Taken* site founders, Wendy Marshall, whose son was killed in 2011, said "Taken is a place to collectively honour the lives of the people we love and miss every single day."

You can view or make a tribute, or find out more about *Taken*, at www.taken.life



2018 VICTIM SUPPORT LOTTERY

Our popular fundraiser is back!

Tickets for this year's Victim Support Lottery go on sale 1 October 2018 and run through until the end of November.

We're delighted to again be partnered by Honda New Zealand Limited, with a 2018 Honda HR-V S, valued at \$30,785, including on road costs, as first prize! "The Honda HR-V S continues to be a fantastic drawcard for our lottery, and the lucky winner could be spending their summer holidays driving around in



Win a
**Honda
HR-V S!**

style!" said Cam Cotter, Victim Support's GM Fundraising & Communications.

There's a stream of lifestyle prizes plus a bonus prize of seven nights in the Gold Coast!

Tickets are \$5 each or a book of five tickets for \$20. To buy tickets, contact your local Victim Support office or download an order form at victimsupport.org.nz/victim-support-lottery.

If you can help us sell tickets, please contact your local Victim Support office to help.



THANK YOU Southern Trust!

We're extremely grateful to the team at Southern Trust for their recent generosity.

Their \$50,000 funding provides a contribution to our operating costs in rural and provincial hubs, spread over eleven of our districts.

"Southern Trust has a wide reach in our communities, and we were fortunate to receive support toward our operations in Southland, Whangarei and a number of areas in between," said Cam Cotter, GM Fundraising & Communications. "Our staff and volunteers provide a much-needed service nationwide, every day, but thanks to funders like Southern Trust we can gain funding for some of our more rural hubs, which is invaluable."

The Southern Trust is funding partner to a full range of community groups and charitable causes across New Zealand, with a particular focus on education, community, amateur sport, arts and culture.

Our sincere thanks to
The Southern Trust!



the
**Southern
trust**



Run for Victim Support!

Want an excuse to get fit and support a great cause at the same time?!

Join Team Victim Support as a charity walker or runner in this year's ASB Auckland Marathon on Sunday 28 October.

There's a range of distances to suit everyone – from the 5km course that is suitable for families, through to 12km, half marathon and full marathon. Walkers can participate in any category.

Charity runners/walkers simply gather donors through their online sponsorship page. They'll receive free entry in to the event, training plans and expert advice, entry into the hospitality area, and more.

Grab a friend, colleagues or family or come along solo, everyone is welcome in Team Victim Support!

To find out more, contact
Robyn on 027 705 6562 or
robyn.scurrah@victimsupport.org.nz



(Cut here)

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

☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other

Name

Postal address

Postcode

Phone

Email

Value of donation ☐ \$25 ☐ \$50 ☐ \$100 ☐ Other \$

Gifts over \$5 are tax deductible.

☐ Internet banking – BNZ 020500 0493163 00 – use your surname and NL0918 as references

☐ Cheque – made payable to Victim Support

☐ Credit card – please charge to my

☐ Mastercard ☐ Visa ☐ Amex

Name of cardholder

Card Number

Expiry date

Signature

☐ Please send me information about remembering Victim Support in my Will.

Please return this form to:

Victim Support, Freepost 100819, PO Box 3017, Wellington 6140

Thank you for your support.

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

Martinborough Community Board

Chair: Lisa Cornelissen
10 Dublin Street West
Martinborough 5711
028 2553 4857



18 September 2018

Ed Martin

eds.arborist.services@gmail.com

Dear Ed

PONATAHI MOUNTAIN BIKE PARK

Martinborough Community Board were forwarded your Long Term Plan submission where you suggest that a mountain bike park is established at Ponatahi pine plantation near Memorial Oaks.

The Board think your idea is great and support the concept, however involvement in projects such as this are outside our scope of work. We suggest that you establish a working party with like-minded individuals and local service organisations to see if you can move your project forward as a community initiative. We would like to offer our support with any funding applications that you make to progress the cycling track, and can provide you with a letter of support if required. The Community Board would also be happy to consider a funding request for this project.

Councillor Colin Olds is Council's representative on the Five Towns Trails Trust and has been sent a copy of this letter. The Trust have successfully established mountain bike trails around the region and although they have identified some local priorities, they may be able to provide guidance and assistance in some form.

Yours sincerely

Lisa Cornelissen
Martinborough Community Board Chair
martinboroughlisa@cornelissen.co.nz

cc: Cr Colin Olds

Martinborough Community Board

Chair: Lisa Cornelissen
10 Dublin Street West
Martinborough 5711
028 2553 4857



18 September 2018

Martinborough Business Association
PO Box 234
Martinborough 5741

Dear Peter and Tanya

PARKING IN MARTINBOROUGH

Thank you for presenting your concerns about parking in Martinborough to the Community Board on the 27 August 2018.

The Martinborough Community Board would like to offer you their support in talking to local business owners and residents about appropriate parking. At this stage we would like to reserve support for your idea about P90 painted car parks; at least until more information is available. It would be good to understand the problem a little better, and members suggested a visual survey of cars parked in the 'golden mile' on Saturday and Sunday could provide useful statistics about the problem and cause. If the Association is able to compile this information and then bring it back to the Board for consideration, we would then like to work with you and the appropriate parties (be that Council, residents or local businesses) to come up with an appropriate solution. For example, cycling visitors to Martinborough parking in prime parking all day could be dealt with in a different way to local businesses employees parking in the same location.

With regards to congestion on Broadway Street, some Board members queried whether you are taking action due to a perceived problem or whether there has been a complaint from an affected business on the street. The requested change will have an impact on where Council staff are able to park and moving cars to a different location may reproduce the problem in a different location. Council staff generally avoid the parking area directly in front of Dot Kids so caregivers can park to pick-up children. If you are able to clarify where this request has come from it would be appreciated.

The Community Board have supported some measures which we believe will alleviate some of your visibility concerns. We have requested Council paint regulation yellow lines on the corners of Kitchener/Broadway, Venice/Jellicoe and Naples/Jellicoe Streets.

Yours sincerely

Lisa Cornelissen
Martinborough Community Board Chair
martinboroughlisa@cornelissen.co.nz