



# **POLICY AND FINANCE COMMITTEE**

## **AGENDA – 16 July 2014**

### **A Conduct of Business**

The meeting will be held in the Council Chambers, 19 Kitchener Street, Martinborough and will commence at the conclusion of the District Council meeting. The meeting will be held in public (except for any items specifically noted in the agenda as being for public exclusion).

- A1.** Apologies
- A2.** Conflicts of Interest
- A3.** Public Participation
- A4.** Minutes for Confirmation: Policy & Finance Committee 4 June 2014 Pages 1-2
- A5.** Minutes for Receipt: Risk & Audit 15 May 2014 (to be tabled)
- A6.** Action Items from 4 June 2014 Page 3

### **B Reports**

- B1.** Graffiti Prevention and Management Policy Pages 4-8

### **C Finance**





# POLICY AND FINANCE COMMITTEE MEETING MINUTES

4 June 2014

**Present:** Mayor Adrienne Staples, Councillors Margaret Craig, Dean Davies, Brian Jephson, David Montgomerie, Viv Napier, Colin Olds, Julie Riddell, Solitaire Robertson and Max Stevens.

**In Attendance:** Paul Crimp (Chief Executive Officer) and Suzanne Clark (Committee Secretary).

**Conduct of Business:** The meeting was held in the South Wairarapa District Council Chambers at 19 Kitchener Street, Martinborough and was conducted in public between 12:25pm and 12:35pm.

## A Preliminary Matters

### A1. Apologies

There were no apologies.

### A2. Conflicts of Interest

There were no conflicts of interest declared.

### A3. Public Participation

There was no public participation.

### A4. Policy & Finance Committee Minutes – 23 April 2014

*P&F RESOLVED (P&F2014/11)* that the minutes of the Policy and Finance Committee meeting held on 23 April 2014 be received and confirmed as a true and correct record.

*(Moved Cr Robertson/Seconded Cr Olds)*

Carried

### A5. Action Items from 23 April 2014

*P&F RESOLVED (P&F2014/12)* to receive the action items from 23 April 2014.

*(Moved Cr Stevens/Seconded Cr Jephson)*

Carried

*P&F RESOLVED (P&F2014/13)* to close action 6 and schedule 'solid waste charges for rural residents on route' for discussion during the LTP workshops.

*(Moved Cr Robertson/Seconded Cr Napier)*

Carried

## **DISCLAIMER**

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

## **B Finances**

### **B1. Financial Statements**

Mr Crimp noted there were no financial matters of concern.

*P&F RESOLVED (P&F2014/14):*

1. To receive the finances for the month ended 30 April 2014.  
(*Moved Mayor Staples/Seconded Cr Napier*) Carried
2. Action 302: Circulate the Audit NZ report as presented to the Audit and Risk Committee to councillors; P Crimp

**Confirmed as a true and correct record**

.....(Mayor)

.....(Date)

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**Policy & Finance Committee**  
**Action Items**  
**From 4 June 2014**

Ref #	Meeting	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
205	P&F	3-Apr-13	Action	Paul	Review whether a special pensioner housing fund should be setup, whether rents should be raised on a CPI basis each year and whether rental covers the cost of requirement maintenance	Open	Annual Plan Process
4	P&F	29-Jan-14	Action	Paul	Discuss the feasibility of community plantings in front of the Greytown pensioner flats as part of Arbor Day celebrations	Open	A specific planting plan has already been developed for Westhaven flats. The new dog park in Cotter Street was identified as a suitable place for Arbor Day planting. Three titoki were planted by councillors after the opening of the dog park on 3 July 2014.
302	P&F	4-Jun-14	Action	Paul	Circulate the Audit NZ report as presented to the Audit and Risk Committee to councillors	Open	

# POLICY AND FINANCE COMMITTEE

16 JULY 2014

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## AGENDA ITEM B1

### GRAFFITI PREVENTION AND MANAGEMENT POLICY

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#### **Purpose of Report**

To present the "Graffiti Prevention and Management Policy" for adoption

#### **Recommendations**

Officers recommend that the Committee:

1. *Receives the information.*
2. *Adopts the "Graffiti Prevention and Management Policy".*

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

This draft Graffiti Prevention and Management Plan has been developed by the SWDC Graffiti Working Party. It is based on best practice, and community consultation has been undertaken in the development of the plan.

#### **2. Background**

At the meeting of 31 July 2013, Council established a Graffiti Working Party to develop a graffiti policy and action plan for South Wairarapa. At the same meeting, Council adopted the Wellington Regional Graffiti Prevention Strategy 2013-17, from which the proposed policy has been developed. The policy will ensure a consistent approach across the whole of the South Wairarapa to the prevention and management of graffiti, as well as consistency with the Regional Graffiti Prevention Strategy.

#### **3. Discussion**

The proposed Graffiti Prevention and Management policy was developed by the Graffiti Working Party following examination of graffiti issues in the south Wairarapa, and a review of other Council's approach to graffiti policy. It follows best practice as outlined in the Ministry of Justice STOP programme. The proposed policy follows the framework of the Wellington Regional Graffiti Prevention Strategy, which focuses on graffiti prevention through leadership, community engagement and education, prompt eradication and the application of the law when offenders are identified.

## **4. Consultation**

The Graffiti Working Party includes councillors and community board members, and has representation from youth, business, the police, City Care (as the contractor responsible for dealing with graffiti), Neighbourhood Support and Connecting Communities Wairarapa. This has enabled consultation across the community, and the proposed policy has been well-received by those consulted. The policy was ratified by the Graffiti Working Party at its meeting on 25 June 2014.

## **5. Legal Implications**

The proposed policy follows the Regional Graffiti Strategy by providing for all graffiti vandalism to be reported to the police. In adopting the policy, council will be committing to encouraging the police to prosecute when offenders are identified, and to seek reparation for the costs of dealing with graffiti.

## **6. Financial Considerations**

The proposed policy does not propose that council cleans up graffiti on private property; therefore costs are limited to dealing with graffiti on council-owned property. No increase in current costs for graffiti management is expected. Some costs will be incurred as part of proposed graffiti prevention work, although sponsorship and external funding will be sought.

## **7. Appendices**

Appendix 1 – Graffiti Prevention and Management Policy

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

# **Appendix 1 – Graffiti Prevention and Management Policy**



# GRAFFITI PREVENTION AND MANAGEMENT POLICY

## 1. Rationale:

To ensure a consistent approach across the whole of the South Wairarapa to the prevention and management of graffiti, and to ensure consistency with the Wellington Regional Graffiti Prevention Strategy adopted by Council in July 2013 (DC2013/132).

Graffiti vandalism is an affront to civic pride. It damages the appearance of our towns to residents and visitors alike. It leads to reduced perceptions of safety in the community, and can be viewed as an indicator of the potential for more serious crimes.

SWDC and the communities of the South Wairarapa have zero tolerance for graffiti vandalism.

## 2. Purpose:

- 2.1 To define graffiti vandalism and provide guidance on the use of associated terms
- 2.2 To provide direction and guidance to address graffiti vandalism in neighbourhoods, communities and businesses
- 2.3 To encourage a collaborative approach to working with communities and stakeholders to promote ownership and action in preventing and removing graffiti vandalism
- 2.4 To promote a sense of ownership and safety through prompt removal of graffiti on public and private property
- 2.5 To promote the effective use of legislation in enabling our communities to be free of graffiti vandalism

## 3. Guidelines

### 3.1 DEFINITIONS

- 3.1.1 **“Graffiti vandalism”** is the act of a person damaging or defacing any building, structure, road, tree, property or other thing by writing, drawing, painting, spraying or etching on it, or otherwise marking it:
  - a. without lawful authority; and
  - b. without the consent of the occupier or owner or other person in lawful control[Source : Ministry of Justice STOP Strategy]
- 3.1.2 The term “graffiti art” should not be used. Graffiti should always be referred to as “graffiti vandalism”. The term **“street art”** can be used to describe authorised public art which incorporates elements such as the use of spray paint, stylised lettering etc.
- 3.1.3 A **“tag”** is a stylised signature.

### 3.2 LEADERSHIP

- 3.2.1 SWDC has adopted the Regional Graffiti Prevention Strategy, and will actively participate in the Wellington Regional Graffiti Forum.

- 3.2.2 Advice will be provided to the community on graffiti prevention and removal, and there will be mechanisms for reporting of all graffiti whether on Council property or private.
- 3.2.3 The use of CPTED (crime preventions through environmental design) principles will be encouraged both for Council facilities and other commercial projects.

### **3.3 ENGAGEMENT**

- 3.3.1 A Graffiti Working Party has been established under the Council to develop policy and strategy for the prevention and management of graffiti. The Working Party will include representatives of the community, business and youth.
- 3.3.2 Joint activities with community groups, particularly Neighbourhood Support, and businesses will promote the zero-tolerance message, and encourage community and youth involvement in initiatives to beautify the towns and foster a sense of ownership and pride.
- 3.3.3 Public art, such as murals, will be encouraged in appropriate locations.

### **3.4 ERADICATION**

- 3.4.1 Council will remove graffiti vandalism from its own properties as soon as possible, with particular urgency where the content is offensive.
- 3.4.2 Council will provide advice to owners of private property to encourage them to remove graffiti vandalism as quickly as possible. Graffiti removal kits will be made available free of charge from locations in each town.
- 3.4.3 Graffiti vandalism hot-spots will be identified and targeted for additional prevention/protection measures.

### **3.5 ENFORCEMENT**

- 3.5.1 All graffiti vandalism on council properties will be reported to the Police, along with all available evidence. If offenders are identified, Council will encourage Police to follow through with prosecution under the appropriate legislation. If offenders are convicted, Council will seek reparation for the damages/repair costs.
- 3.5.2 The focus of graffiti vandalism monitoring will be to identify repeat offenders so as to result in their eventual prosecution.