

SOUTH WAIRARAPA DISTRICT COUNCIL

17 MAY 2017

AGENDA ITEM B1

REPORTS/MINUTES OF COUNCIL COMMITTEES AND COMMUNITY BOARDS

Purpose of Report

To present Council with reports and minutes of Council committees and community boards.

Recommendations

Officers recommend that the Council:

1. *Receive the information.*
2. *Receive the minutes of the Maori Standing Committee 27 March 2017.*
3. *Receive the minutes of the Martinborough Community Board 24 April 2017.*
4. *Receive the minutes of the Greytown Community Board 26 April 2017*
5. *Receive the minutes of the Audit and Risk Working Party 27 April 2017.*

1. Executive Summary

Minutes of recent meetings are presented to Council for information. Her Worship the Mayor may ask for comment on the content, but no comment can be received in this forum with regards to the accuracy of the minutes.

2. Appendices

Appendix 1 - Maori Standing Committee 27 March 2017
Martinborough Community Board Minutes 24 April 2017
Greytown Community Board Minutes 26 April 2017
Audit and Risk Working Party 27 April 2017

Contact Officer: Suzanne Clark, Committee Secretary
Reviewed By: Paul Crimp, Chief Executive

Appendix 1

- **Maori Standing Committee 27 March 2017**
- **Martinborough Community Board Minutes 24 April 2017**
- **Greytown Community Board Minutes 26 April 2017**
- **Audit and Risk Working Party 27 April 2017**



Maori Standing Committee

Minutes – 27 March 2017

- Present:** Reuben Tipoki (Chair), Teresa Aporo, Michael Roera, Horipo Rimene, Terry Te Maari, Amiria Te Whaiti, Demetrius Potangaraoa (from 6:50pm), Cr Pip Maynard and Cr Paora Ammunson (until 6:35pm).
- In Attendance:** Mayor Viv Napier, Deputy Mayor Brian Jephson (until 7:45pm), Murray Buchanan (Group Manager Planning and Environment) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The above attendees gathered in the South Wairarapa District Council Chambers, 19 Kitchener Street, Martinborough. The meeting was conducted in public between 6:30pm and 8:30pm.
- Also in Attendance:** Matiu Te Maari.

PUBLIC BUSINESS

Mr Tipoki opened the meeting with a karakia and introduced Matiu Te Maari.

1. APOLOGIES

MSC RESOLVED (MSC 2017/05) to receive apologies from Johnny Shaw and Paul Crimp and apologies for leaving early from Cr Paora Ammunson.

(Moved Tipoki/Seconded Te Maari)

Carried

2. PUBLIC PARTICIPATION/PRESENTATIONS

There was no public participation.

3. MINUTES FOR RECEIPT AND CONFIRMATION

3.1 Maori Standing Committee Minutes – 13 February 2017

MSC RESOLVED (MSC 2017/06) that the minutes of 13 February 2017 be confirmed as a true and correct record.

(Moved Aporo/Seconded Roera)

Carried

3.2 Action Items from previous meeting

Members discussed the recent Featherston Maori hui. A committee was to be formed with a charter and responsibility for nominating two people to the Maori Standing Committee. The appointed members would be responsible for conveying information back to the committee.

MSC NOTED:

1. Action 157: Forward the Hau Ariki Marae Charter to the Featherston Maori group as an example charter that could be adapted to suit a community group; R Tipoki

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- 3.3 SWDC Minutes from 22 February 2017
MSC RESOLVED (MSC 2017/07) to receive the Council minutes of the 22 February 2017.
(Moved Tipoki/Seconded Te Maari) Carried

4. OPERATIONAL REPORTS – COUNCIL OFFICERS

- 4.1 Officers Report
Members discussed civil defence, the possible role of maraes and marae members contributing to the creation of the Greytown Community Resilience Plan.
MSC RESOLVED (MSC 2017/08) to receive the Officers' Report.
(Moved Cr Maynard/Seconded Te Maari) Carried
- 4.2 Nomination to Creative Communities Assessment Group
MSC RESOLVED (MSC 2017/09):
1. To receive the Nomination to Creative Communities Assessment Group Report.
(Moved Aporo/Seconded Te Whaiti) Carried
 2. Action 158: Take the request for a Maori member appointment to the Creative Communities Assessment Scheme Committee back to marae and iwi and discuss at the next meeting; MSC
- 4.3 Naming of New Roads
Suggestions for road names may be particular to a location and members discussed the need for names to be put forward with suitable geographic locations.
MSC RESOLVED (MSC 2017/10):
1. To receive the Naming of New Roads Report.
 2. To take the request for suggestions of road names back to Marae and bring back recommendations to the Committee.
(Moved Cr Maynard/Seconded Aporo) Carried
- 4.4 Role of the Maori Standing Committee in Reviewing Resource Consents
Mr Buchanan advised that Council's role was to approve a consent but were required to take into consideration cultural matters. Council had access to databases that listed wahi tapu sites but sought input from the Committee on 'local cultural knowledge', and could impose consent conditions after reviewing the cultural aspects.
Members discussed payment opportunities as a means to securing an income for the Committee or if reviewed by an individual for that individual.
- 4.5 Coastal Erosion
Mr Buchanan showed members areas of the southern Wairarapa coast that were subject to erosion and discussed actions that had been taken or would be taken if Council deemed buildings unsafe. Council's role was to issue 'do not

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occupy' notices and it was up to the owner to comply. If an owner chose not to comply with Council's directive then the next step could be a court process.

4.6 Local Government Commission Proposal

Members had a workshop with the Local Government Commission planned for the 30 March 2017.

5. RURAL RESOURCE CONSENTS

5.1 Resource Consents 170022, 170023, 170024, 170025,170026, 170027

Members discussed ways for disseminating the consent to the right person for comment and agreed that the complete electronic application should be sent to Reuben Tipoki. Mr Tipoki would determine who the application should be forwarded to for comment back to the Planning and Environment team.

MSC RESOLVED (MSC 2017/11):

1. To receive the report for resource consents 170022, 170023, 170024, 170025, 170026 and 170027.
2. That there was no feedback on cultural matters for subdivisions 170022, 170023, 170024, 170026 and 170027.
3. That there was no feedback on cultural matters for subdivision 170025 subject to further investigation by Terry Te Maari.

(Moved Tipoki/Seconded Te Whaiti)

Carried

6. MEMBER ITEMS

6.1 MSC Annual Plan Submission

The Maori Standing Committee Strategic Plan was to form the Committee's 17/18 Annual Plan submission.

MSC NOTED:

1. Action 159: Draft the MSC Strategic Plan, circulate to members and bring to the next meeting; Cr Ammunson
2. Action 160: Add Matariki celebrations to the next MSC agenda; P Crimp

Mr Tipoki closed with a karakia.

Confirmed as a true and correct record

.....Chairperson

.....Date

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Martinborough Community Board

Minutes – 24 April 2017

- Present:** Lisa Cornelissen (Chair), Fiona Beattie, Cr Pip Maynard and Maree Roy.
- In Attendance:** Mayor Viv Napier, Mark Allingham (Infrastructure and Services Group Manager) and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 24 April 2017 between 6:30pm and 7:55pm.
- External Speakers:** Christine Webley.

PUBLIC BUSINESS

Mrs Cornelissen informed the Board that the meeting would be voice recorded by a member of the public.

1. APOLOGIES

MCB RESOLVED (MCB 2017/27) to receive apologies from Cr Pam Colenso, Victoria Read and Paul Crimp.

(Moved Cr Maynard/Seconded Beattie)

Carried

2. CONFLICTS OF INTEREST

Lisa Cornelissen declared a conflict of interest with agenda item 6.6 Considine Park Committee.

3. PUBLIC PARTICIPATION

3.1 Christine Webley

Ms Webley wanted to ensure she was informed and engaged with Council and Community Board matters. Ms Webley asked members to consider how the meeting venue could be made more inviting, to review communications methods, and to ensure that the Considine Park Committee had a wide range of community representatives. Considine Park needed welcoming signage and the arena needed to be cleared of weeds.

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4. ACTIONS FROM PUBLIC PARTICIPATION

4.1 Christine Webley

Members agreed to address Considine Park matters under agenda item 6.6 and communication items under agenda item 8.1.

5. COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 14 March 2017

MCB RESOLVED (MCB 2017/28) that the minutes of the Martinborough Community Board meeting held on 14 March 2017 be received and confirmed as a true and correct record.

(Moved Beattie/Seconded Roy)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

6.1 Action Items Report

MCB RESOLVED (MCB 2017/29) to receive the Action Items Report.

(Moved Cornelissen/Seconded Beattie)

Carried

6.2 Income and Expenditure Statements

The Community Board agreed to request a carry forward of the beautification budget within the annual plan submission.

MCB RESOLVED (MCB 2017/30)

1. To receive the Income and Expenditure Report for the period 1 July 2016 – 31 March 2017.

(Moved Cornelissen/Seconded Cr Maynard)

Carried

2. Action 206: Release the \$2,000 set aside for the Martinborough Pool Summer Access Programme subject to the receipt of an invoice for 167 swims from Council; J Mitchell

3. Action 207: Deduct community board conference costs of \$726.09 and \$205.21 from the \$2,000 conference commitment; J Mitchell

6.3 Officers' Report to Community Boards

Mr Allingham discussed solid waste and community housing with members.

MCB RESOLVED (MCB 2017/31) to receive the Officers' Report.

(Moved Cr Maynard/Seconded Beattie)

Carried

6.4 Chorus Cabinet Art Community Board Project Opportunity

The cabinet initiative had been presented to Mayor Napier and the Mayor presented the idea to the Board as a possible initiative.

MCB RESOLVED (MCB 2017/32):

1. To receive the Chorus Cabinet Art Community Board Project Opportunity Report.

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2. To express interest in the project subject to cabinet location information becoming available.
(*Moved Cornelissen/Seconded Roy*) Carried
3. Action 208: Add beautification and street art to a future workshop agenda; L Cornelissen

6.5 Poppy Road Signs Project

The Poppy Road Signs Project had been presented to Mayor Napier and the Mayor presented the idea to the Board as a possible initiative.

Members discussed ways of involving the community and the possibility of preapproving a new road name that supported this project, commemorated 100 years and supported the Naming of New Roads Project.

MCB RESOLVED (MCB 2017/33):

1. To receive the Poppy Road Signs Project.
2. To take part-in and coordinate the Poppy Road Signs Project.
(*Moved Cr Maynard/Seconded Cornelissen*) Carried
3. Action 209: Write to Gareth Winter and the Martinborough Museum to ascertain interest in assisting with the Poppy Road Signs Project and whether they could assist in providing the needed information; M Roy
4. Action 210: Discuss the Poppy Road Signs Project with Mate Higginson, Martinborough Museum to ascertain his interest in being a part of the project; Cr Maynard

6.6 Considine Park Committee

Mrs Cornelissen vacated the chair.

Cr Maynard assumed the chair.

MCB RESOLVED (MCB 2017/34):

1. To receive the Considine Park Committee Report.
2. To establish the Considine Park Committee and to seek expressions of interest for membership from the community.
(*Moved Beattie/Seconded Roy*) Carried

Cr Maynard vacated the chair.

Mrs Cornelissen assumed the chair.

6.7 Review of Policy C700 Street Banners and Flags

MCB RESOLVED (MCB 201735):

1. To receive the Street Banners and Flags Policy Review Report.
2. To approve the amendments to the Policy.
3. To agree that the next review date is April 2020.
(*Moved Cornelissen/Seconded Beattie*) Carried

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4. Action 211: Write to the South Wairarapa Rotary Club and ask that they remove their flags and put the Martinborough Community Board flags up in their place; P Crimp

7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report

Mrs Cornelissen noted that the community board chairs meeting had been cancelled.

Members agreed to add an item to the Community Board annual plan submission requesting funds for the installation of the pergola removed from Martinborough Park at Martinborough Pool.

Members discussed communication methods including the use of rural mail delivery, a rates newsletter article or insert, and local schools newsletters and Mrs Cornelissen undertook to investigate options and costs.

Mrs Roy gave an update from a walk around Martinborough footpaths and crossings with Cr Colenso, and undertook to prepare a report and to submit any urgent repairs to Council.

MCB RESOLVED (MCB 2017/36):

1. To receive the Chairperson's Report.
2. To receive the MCB Workshop report from 12 April 2017.
(Moved Roy/Seconded Cr Maynard) Carried
3. To received and adopt the tabled draft MCB response to the Local Government Commission's draft proposal subject to Victoria Read and Cr Pam Colenso's approval.
(Moved Cornelissen/Seconded Cr Maynard) Carried
4. To receive the tabled Annual Plan input document (with agreed amendments) subject to feedback from Victoria Read and Cr Pam Colenso to serve as a formal submission to the SWDC Annual Plan.
(Moved Cr Maynard/Seconded Beattie) Carried

MCB RESOLVED (MCB 2017/37):

1. To receive the Chairperson's Community Engagement Report.
2. To set aside \$200 to be used towards an engagement programme including:
 - a. Developing and printing a feedback form for wide distribution in Martinborough and through the rural delivery system.
 - b. Martinborough Star advertising (in addition to monthly column).

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3. That Lisa Cornelissen develops the content and circulates to MCB members for approval.

(Moved Cr Maynard/Seconded Beattie)

Carried

4. Action 212: Further investigate options and associated costs for community board communications and advertising; L Cornelissen

Members discussed the possibility of establishing a pool of volunteers to carry out various community tasks and health and safety implications associated with community working bees.

MCB NOTED:

1. Action 213: Provide a report on Health and Safety requirements to enable use of volunteers on SWDC land to achieve community goals; P Crimp
2. Action 214: Initiate a discussion with Kuranui College about students being part of a volunteer pool for the Martinborough community; F Beattie
3. Action 215: Initiate a discussion with the Martinborough Lions and the Martinborough Mens Shed about their members being part of a volunteer pool for the Martinborough community and mentoring youth volunteers; F Beattie

9. MEMBERS REPORTS (INFORMATION):

There were no member reports.

10. CORRESPONDENCE

10.1 Inwards

From Waihinga Charitable Trust Martinborough to Martinborough Community Board dated 8 April 2017

MCB RESOLVED (MCB 2017/38) to receive the inwards correspondence.

(Moved Cornelissen/Seconded Cr Maynard)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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Greytown Community Board

Minutes – 26 April 2017

- Present:** Leigh Hay (Chair), Cr Paora Ammunson, Mike Gray and Ann Rainford.
- In Attendance:** Mark Allingham (Infrastructure and Services Group Manager), Mayor Viv Napier and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 26 April 2017 between 7:00pm and 8:25pm.
- Also in Attendance:** Geoff Clark, Katie Abbott (Tree Advisory Group).

PUBLIC BUSINESS

1. APOLOGIES

GCB RESOLVED (GCB 2017/24) to receive apologies from Christine Stevenson, Cr Margaret Craig, AJ Southey and Paul Crimp.

(Moved Hay/Seconded Cr Ammunson)

Carried

2. CONFLICTS OF INTEREST

Leigh Hay declared a conflict of interest with agenda item 7.5 Requests for Financial Assistance; specifically the application from Cobblestones Museum.

3. PUBLIC PARTICIPATION

3.1 Geoff Clark

Mr Clark requested Community Board assistance in the provision of seating for the community, particularly for people waiting at the bus stop outside the Hub. Mr Clark queried why the Community Board would express interest in purchasing an inflatable slide that had health and safety concerns for the Greytown Pool.

4. PRESENTATIONS:

4.1 Katie Abbott, Tree Advisory Group (TAG)

The Tree Advisory Group had started planning Arbor Day celebrations, with the celebrations scheduled for 7 July 2017. Ms Abbott sought Community Board interest in a combined hedge planting venture on the southern boundary of the Greytown cemetery.

The TAG supported the removal of the chain barrier from O'Connors Bush.

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The TAG had met with Greytown Community Heritage Trust. The Trust had agreed to represent Greytown historic trees in addition to heritage buildings.

5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

5.1 Geoff Clark

Mrs Hay responded that Greytown Community Heritage Trust had been proactive and successful in sourcing suitable seating for outside the Hub. The Trust would pay for the new seat and installation of the seat. It was noted that the inflatable slide was approved for use in the Greytown Pool due to the deeper pool depth compared to Martinborough and Featherston.

6. COMMUNITY BOARD MINUTES

6.1 Greytown Community Board Minutes – 15 March 2017

GCB RESOLVED (GCB 2017/25) that the minutes of the Greytown Community Board meeting held on 15 March 2017 be confirmed as a true and correct record.

(Moved Hay/Seconded Rainford)

Carried

7. CHIEF EXECUTIVE AND STAFF REPORTS

7.1 Action Items Report

GCB RESOLVED (GCB 2017/26):

1. To receive the Action Items Report.

(Moved Hay/Seconded Rainford)

Carried

2. That the chain across the western entrance of O’Connors Bush be removed and that a wooden barrier similar to the one at the eastern end of the walkway be installed.

(Moved Gray/Seconded Rainford)

Carried

7.2 Income and Expenditure Report

The draft Annual Plan 17/18 had a proposed beautification budget at the same level as previous years and Mrs Hay had requested unspent funds be carried over to the 17/18 year.

GCB RESOLVED (GCB 2017/27) to receive the Income and Expenditure Statement for the period 1 July 2016 – 31 March 2017.

(Moved Hay/Seconded Gray)

Carried

7.3 Officers Report

The Group Manager Infrastructure and Services discussed civil defence matters, fitting bike stands in Greytown, footpath improvements and pedestrian crossings and the Greytown future development area and structure plan process.

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GCB RESOLVED (GCB 2017/28) to receive the Officers' Report.
(*Moved Hay/Seconded Rainford*)

Carried

7.4 Requests for Financial Assistance

Mrs Hay vacated the chair prior to consideration of the application from Cobblestones Museum.

Mrs Rainford assumed the chair.

GCB RESOLVED (GCB 2017/29):

1. To receive the Requests for Financial Assistance.
2. To grant the Greytown Information Centre up to \$300 for the purchase of the most appropriate shelving for the space available.

(*Moved Gray/Seconded Cr Ammunson*)

Carried

3. To grant Cobblestones Museum \$500 for Museum shop signage.

(*Moved Gray/Seconded Rainford*)

Carried

Mrs Rainford vacated the chair.

Mrs Hay assumed the chair.

7.5 Chorus Cabinet Art Community Board Project Opportunity

The cabinet initiative had been presented to Mayor Napier and the Mayor presented the idea to the Board as a possible initiative.

Members undertook to discuss the Project with the Greytown Heritage Trust to ensure it was appropriate for the historical precinct and discussed using student artists.

GCB RESOLVED (GCB 2017/30):

1. To receive the Chorus Cabinet Art Project Report.
2. To locate the Greytown cabinets and identify the most appropriate cabinet for the Cabinet Art Project.

(*Moved Hay/Seconded Gray*)

Carried

7.6 Poppy Road Signs Project

The Poppy Road Signs Project had been presented to Mayor Napier and the Mayor presented the idea to the Board as a possible initiative.

GCB RESOLVED (GCB 2017/31):

1. To receive the Poppy Road Signs Project.
2. To identify possible locations for remembrance as part of the Poppy Road Signs Project.

(*Moved Hay/Seconded Rainford*)

Carried

7.7 Review Policy C700 Street Banners and Flags

Members discussed the amended Policy and the need to advise groups that fly town flags of the amendments once the Policy had been adopted by Council.

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GCB RESOLVED (GCB 2017/32):

1. To receive the Street Banners and Flags Policy Review Report.
2. To approve the amendments to the Policy.
3. To agree that the next review date should be April 2020.

(Moved Hay/Seconded Gray)

Carried

4. Action 226: Correct the spelling of ‘non-evacuation’ to ‘non-excavation’ in point 6 of Guidelines; J Mitchell

8. NOTICES OF MOTION

There were no notices of motion.

9. CHAIRPERSONS REPORT

9.1 Chairperson’s Report

Mrs Hay undertook to seek a discount for the price of the street planting resource consent and discussed flag design, quality and hanging systems, the intention to advance the Tree Advisory Group Terms of Reference, and the successful ti kouka sculpture with members.

GCB RESOLVED (GCB 2016/33):

1. To receive the Chairperson’s Report.
2. To receive the street planting scheme report and approve a cost of \$360 for resource consent for barrels.

(Moved Hay/Seconded Rainford)

Carried

3. To approve a cost of up to \$1,500 for new street flags and a cost of up to \$400 for erecting street flags.

(Moved Hay/Seconded Rainford)

Carried

4. To write to Jan Eagle, Friends of Stella and Sarah, congratulating her on her hard work with fundraising and successful completion and installation of the new sculpture.

(Moved Hay/Seconded Gray)

Carried

5. To pay \$180 plus GST towards an advertisement to be placed in the Grapevine magazine for the public meeting of Greytown’s Civil Defence Strategy.

(Moved Hay/Seconded Gray)

Carried

6. To receive the report on bike stands for Greytown.

(Moved Hay/Seconded Rainford)

Carried

10. MEMBERS REPORTS (INFORMATION)

There were no member reports.

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11. CORRESPONDENCE

11.1 Outwards

To Margaret Cole, from Committee Secretary on behalf of the Greytown Community Board, dated 16 March 2017.

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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Greytown Community Board

Minutes – 26 April 2017

- Present:** Leigh Hay (Chair), Cr Paora Ammunson, Mike Gray and Ann Rainford.
- In Attendance:** Mark Allingham (Infrastructure and Services Group Manager), Mayor Viv Napier and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the WBS Room, Greytown Town Centre on 26 April 2017 between 7:00pm and 8:25pm.
- Also in Attendance:** Geoff Clark, Katie Abbott (Tree Advisory Group).

PUBLIC BUSINESS

1. APOLOGIES

GCB RESOLVED (GCB 2017/24) to receive apologies from Christine Stevenson, Cr Margaret Craig, AJ Southey and Paul Crimp.

(Moved Hay/Seconded Cr Ammunson)

Carried

2. CONFLICTS OF INTEREST

Leigh Hay declared a conflict of interest with agenda item 7.5 Requests for Financial Assistance; specifically the application from Cobblestones Museum.

3. PUBLIC PARTICIPATION

3.1 Geoff Clark

Mr Clark requested Community Board assistance in the provision of seating for the community, particularly for people waiting at the bus stop outside the Hub. Mr Clark queried why the Community Board would express interest in purchasing an inflatable slide that had health and safety concerns for the Greytown Pool.

4. PRESENTATIONS:

4.1 Katie Abbott, Tree Advisory Group (TAG)

The Tree Advisory Group had started planning Arbor Day celebrations, with the celebrations scheduled for 7 July 2017. Ms Abbott sought Community Board interest in a combined hedge planting venture on the southern boundary of the Greytown cemetery.

The TAG supported the removal of the chain barrier from O'Connors Bush.

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The TAG had met with Greytown Community Heritage Trust. The Trust had agreed to represent Greytown historic trees in addition to heritage buildings.

5. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

5.1 Geoff Clark

Mrs Hay reported that progress had been made by the Greytown Historic Community Trust in finding seating that could be placed outside the Hub. They will pay for the new seat and installation of the seat. It was noted that the inflatable slide was approved for use in the Greytown Pool due to the deeper pool depth compared to Martinborough and Featherston.

6. COMMUNITY BOARD MINUTES

6.1 Greytown Community Board Minutes – 15 March 2017

GCB RESOLVED (GCB 2017/25) that the minutes of the Greytown Community Board meeting held on 15 March 2017 be confirmed as a true and correct record.

(Moved Hay/Seconded Rainford)

Carried

7. CHIEF EXECUTIVE AND STAFF REPORTS

7.1 Action Items Report

GCB RESOLVED (GCB 2017/26):

1. To receive the Action Items Report.

(Moved Hay/Seconded Rainford)

Carried

2. That the chain across the western entrance of O’Connors Bush be removed and that a wooden barrier similar to the one at the eastern end of the walkway be installed.

(Moved Gray/Seconded Rainford)

Carried

7.2 Income and Expenditure Report

The draft Annual Plan 17/18 had a proposed beautification budget at the same level as previous years and Mrs Hay had requested unspent funds be carried over to the 17/18 year.

GCB RESOLVED (GCB 2017/27) to receive the Income and Expenditure Statement for the period 1 July 2016 – 31 March 2017.

(Moved Hay/Seconded Gray)

Carried

7.3 Officers Report

The Group Manager Infrastructure and Services discussed civil defence matters, fitting bike stands in Greytown, footpath improvements and pedestrian crossings and the Greytown future development area and structure plan process.

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GCB RESOLVED (GCB 2017/28) to receive the Officers' Report.
(*Moved Hay/Seconded Rainford*)

Carried

7.4 Requests for Financial Assistance

Mrs Hay vacated the chair prior to consideration of the application from Cobblestones Museum.

Mrs Rainford assumed the chair.

GCB RESOLVED (GCB 2017/29):

1. To receive the Requests for Financial Assistance.
2. To grant the Greytown Information Centre up to \$300 for the purchase of the most appropriate shelving for the space available.

(*Moved Gray/Seconded Cr Ammunson*)

Carried

3. To grant Cobblestones Museum \$500 for Museum shop signage.

(*Moved Gray/Seconded Rainford*)

Carried

Mrs Rainford vacated the chair.

Mrs Hay assumed the chair.

7.5 Chorus Cabinet Art Community Board Project Opportunity

The cabinet initiative had been presented to Mayor Napier and the Mayor presented the idea to the Board as a possible initiative.

Members undertook to discuss the Project with the Greytown Heritage Trust to ensure it was appropriate for the historical precinct and discussed using student artists.

GCB RESOLVED (GCB 2017/30):

1. To receive the Chorus Cabinet Art Project Report.
2. To locate the Greytown cabinets and identify the most appropriate cabinet for the Cabinet Art Project.

(*Moved Hay/Seconded Gray*)

Carried

7.6 Poppy Road Signs Project

The Poppy Road Signs Project had been presented to Mayor Napier and the Mayor presented the idea to the Board as a possible initiative.

GCB RESOLVED (GCB 2017/31):

1. To receive the Poppy Road Signs Project.
2. To identify possible locations for remembrance as part of the Poppy Road Signs Project.

(*Moved Hay/Seconded Rainford*)

Carried

7.7 Review Policy C700 Street Banners and Flags

Members discussed the amended Policy and the need to advise groups that fly town flags of the amendments once the Policy had been adopted by Council.

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GCB RESOLVED (GCB 2017/32):

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2. To approve the amendments to the Policy.
3. To agree that the next review date should be April 2020.

(Moved Hay/Seconded Gray)

Carried

4. Action 226: Correct the spelling of ‘non-evacuation’ to ‘non-excavation’ in point 6 of Guidelines; J Mitchell

8. NOTICES OF MOTION

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9. CHAIRPERSONS REPORT

9.1 Chairperson’s Report

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2. To receive the street planting scheme report and approve a cost of \$360 for resource consent for barrels.

(Moved Hay/Seconded Rainford)

Carried

3. To approve a cost of up to \$1,500 for new street flags and a cost of up to \$400 for erecting street flags.

(Moved Hay/Seconded Rainford)

Carried

4. To write to Jan Eagle, Friends of Stella and Sarah, congratulating her on her hard work with fundraising and successful completion and installation of the new sculpture.

(Moved Hay/Seconded Gray)

Carried

5. To pay \$180 plus GST towards an advertisement to be placed in the Grapevine magazine for the public meeting of Greytown’s Civil Defence Strategy.

(Moved Hay/Seconded Gray)

Carried

6. To receive the report on bike stands for Greytown.

(Moved Hay/Seconded Rainford)

Carried

10. MEMBERS REPORTS (INFORMATION)

There were no member reports.

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.

11. CORRESPONDENCE

11.1 Outwards

To Margaret Cole, from Committee Secretary on behalf of the Greytown Community Board, dated 16 March 2017.

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

DISCLAIMER

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SWDC Audit & Risk Working Party
Notes from meeting held 27th April 2017

Present : Mayor Viv Napier (Chair), Cr Margaret Craig, Cr Dayle Harwood, Cr Colin Wright, Paul Crimp, Jennie Mitchell, Kyra Low

Apologies: Cr Brian Jephson

Conflicts of Interest: None

Minutes of last meeting reviewed and acknowledged.

1 Matters Arising

Information from Technology Solutions regarding e-mail issues has been circulated. Information from Technology Solutions regarding business continuity planning to be discussed as part of general business.

2 Financials were reviewed. No areas of concern.

CAPEX report including full year forecast was reviewed. Confirmed work has now started on Waihinga Centre so spend will start to ramp up for that project. Work is proceeding to obtain DIA grant for Waihinga Centre.

Discussion regarding FTN wastewater project and paper going to FTN CB meeting 2nd May 2017. Briefing paper to be prepared for this meeting to explain the process and opportunities for public input.

Rates arrears report - good progress on recovery of arrears with banks, very small number of properties left to recover from 2016 rating year.

3 Topics for discussion

Insurance renewals for 2018 FY - overview of progress to date:

- Material damage, Business Interruption, Vehicles, Personal Accident, Business Interruption etc currently with JLT and will continue with them.
- Public Liability and Professional Indemnity - Civic Assurance no longer providing this cover. SWDC, CDC and MDC will move to JLT. No issues with continuity of cover.
- LAPP – underground infrastructure (3 waters) – SWDC, CDC & MDC looking at whether to stay with LAPP or move to Aon of infrastructure cover. Decision will be made during May 2017.

4 Policies update

Financial Delegations policy was reviewed and approved to go to Council.

Street Banners policy – has been approved by GTN and MBA Community Boards. Going to FTN CB 2nd May 2017 and then to Council.

5 Health & Safety

Currently liaising with external contractors regarding their H&S measures. Important to ensure contractors are taking reasonable steps to avoid health & safety issues.

6 Risks

IT Business Continuity Plan - Initial high level report from Tech solutions (TS) indicated two options for backup equipment which could be "stood up" on short notice if servers not available and/or there is a natural disaster. Continue to work with TS and NCS on appropriate solution and report back to next meeting.

7 General Business

- Reminder to working party members to submit regarding the amalgamation. Submissions to LG Commission by 3rd May 2017.
- Audit & Risk Meetings are to change back to Wednesdays going forward.

Meeting Closed 4.40 pm

Next meeting: 17th May 2017 at 3pm (after Council meeting)

Actions for future meetings:

- 1 Review Risk list** and roles nominated as responsible for each area.
- 2 Circulate legislative compliance** list 6 monthly to get updates and confirmation from Managers of our compliance and any issues.
- 3 Add Risk appetite subject to a council workshop in coming months.** Use previous discussion as starting point.
- 4 Business continuity plan** – to progress rest of BCP once IT back up issue resolved and tested.