

SOUTH WAIRARAPA DISTRICT COUNCIL

2 SEPTEMBER 2020

AGENDA ITEM B1

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 Māori Standing Committee meeting 4 August 2020.*
3. *Receive the minutes of the Greytown Community Board meeting 5 August 2020.*
4. *Receive the minutes of the Featherston Community Board meeting 11 August 2020.*
5. *Receive the minutes of the Assets and Services Committee meeting 12 August 2020.*
6. *Receive the minutes of the Planning and Regulatory Committee meeting 12 August 2020.*
7. *Receive the tabled minutes of the Martinborough Community Board meeting 13 August 2020.*
8. *Receive the minutes of the Finance, Audit and Risk Committee meeting 20 August 2020.*

1. Executive Summary

Minutes of recent meetings are presented to Council for information. The Chair 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 - Māori Standing Committee meeting 4 August 2020
Greytown Community Board meeting 5 August 2020
Featherston Community Board meeting 11 August 2020
Assets and Services Committee meeting 12 August 2020
Planning and Regulatory Committee meeting 12 August 2020
Martinborough Community Board meeting 13 August 2020
Finance, Audit and Risk Committee meeting 20 August 2020

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Karen Yates, Policy and Governance Manager

Appendix 1

- Māori Standing Committee meeting 4 August 2020
- Greytown Community Board meeting 5 August 2020
- Featherston Community Board meeting 11 August 2020
- Assets and Services Committee meeting 12 August 2020
- Planning and Regulatory Committee meeting 12 August 2020
- Martinborough Community Board meeting 13 August 2020
- Finance, Audit and Risk Committee meeting 20 August 2020



MĀORI STANDING COMMITTEE Minutes from 4 August 2020

Present:	Narida Hooper (Chair), Nathan Maynard (to 6.53pm), Karen Mikaera, Terry Te Maari, Carlene Te Tau, Andrea Rutene, Toni Kerr (pending), Councillor Pip Maynard, Councillor Garrick Emms (to 7.07pm) and Councillor Brian Jephson.
In Attendance:	Euan Stitt (Group Manager Partnerships and Operations) and Steph Dorne (Committee Advisor).
Also in Attendance:	Tia Tuuta (Papawai Marae), Te Puritanga Jefferies (Greater Wellington Regional Council), Debbie Donaldson (Perception Planning), Mel Maynard (Martinborough Community Board) and Hone Hurihanganui (Engaging Well)
Conduct of Business:	The meeting was held in the Council Chambers, 18 Kitchener Street, Martinborough. The meeting was conducted in public between 6:00pm and 8.07pm.

PUBLIC BUSINESS

Ms Kerr opened with a Karakia.

Ms Hooper welcomed Toni Kerr who has been nominated to represent Hau Ariki Marae on the Committee. Ms Hooper also welcomed Tia Tuuta who attended to represent Papawai Marae ahead of the Marae undertaking its process of nominations for new members.

Ms Kerr and Ms Tuuta introduced themselves and members did a round table of introductions.

Ms Hooper requested the Committee consider a late grant application from Hau Ariki Marae. The application was received late as there was a delay in the applicant obtaining an updated quote.

MSC RESOLVED (MCB 2020/20) to accept the late grant application from Hau Ariki Marae as part of agenda item 7.2. The reason it cannot be deferred to the September meeting is because the furniture is needed for the Marae to accommodate large functions.

(Moved Mikaera/Seconded Te Maari)

Carried

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1. APOLOGIES

*MSC RESOLVED (MSC 2020/21) to receive apologies from Teresa Aporo.
(Moved Hooper/Seconded Rutene)*

Carried

2. CONFLICTS OF INTEREST

Terry Te Maari declared a conflict of interest with the grant application from Kohunui Marae, Narida Hooper and Karen Mikaera declared a conflict of interest with the grant application from Pae tū Mōkai o Tauria, and Nathan Maynard and Toni Kerr declared a conflict of interest with the grant application from Hau Ariki Marae.

3. ACKNOWLEDGMENTS AND TRIBUTES

Ms Rutene paid tribute to the Rimene and Roberts whānau for the recent passing of whānau members.

4. PUBLIC PARTICIPATION

4.1 Te Puritanga Jefferies – Māori Economic Development Strategy

Ms Jefferies updated members on the progress of developing a Māori Economic Development Strategy, including community engagement, finalisation of the strategy content, and the upcoming launch. Ms Jefferies offered to support a launch event in the Wairarapa.

4.2 Terry Te Maari – Grant Application from Kohunui Marae

Mr Te Maari spoke in support of the grant application from Kohunui Marae to fund a nursery project, improved shelving, and to replace cooking vessels.

4.3 Karen Mikaera – Grant Application from Pae tū Mōkai o Tauria

Ms Mikaera spoke in support of the grant application from Pae tū Mōkai o Tauria to fund a native tree and plant nursery.

4.4 Debbie Donaldson - Plan Change to the District Plan for the Wairarapa Dark Sky Reserve

Ms Donaldson spoke on matters relating to the Plan Change to the District Plan for the Wairarapa Dark Sky Reserve. Ms Donaldson introduced the work and outlined progress to date and next steps. Ms Donaldson requested to present to the Committee at its next meeting in September.

4.5 Mel Maynard – Welcome to Martinborough sign, Restorative Justice and Memorial Gateway at Soldiers Memorial Park

Ms Maynard, on behalf of the Martinborough Community Board, requested support in asking Council to petition a bilingual Welcome to Martinborough Sign on State Highway 53. Ms Maynard also requested support in requesting Wellington Water make restorative justice for the wastewater overflow incident through funding plants at Pain Farm and catering as part of the 180-year anniversary settlement for Waihinga. Ms Maynard also requested to work collaboratively on a memorial gateway at Soldiers Memorial Park to recognise Māori lives lost at war and gave the suggestion of a pou at the entrance.

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- 4.6 Nathan Maynard – Grant application from Hau Ariki Marae
Mr Maynard spoke in support of the grant application from Hau Ariki Marae to purchase furniture for the Marae.

5. ACTIONS FROM PUBLIC PARTICIPATION

- 5.1 Te Puritanga Jefferies – Greater Wellington Regional Council, Māori Economic Development Strategy
No actions were recorded.
- 5.2 Terry Te Maari – Grant Application from Kohunui Marae
The Committee deferred discussion of the application for financial assistance to agenda item 7.2, the Financial Assistance Report.
- 5.3 Karen Mikaera – Grant Application from Pae tū Mōkai o Tauria
The Committee deferred discussion of the application for financial assistance to agenda item 7.2, the Financial Assistance Report.
- 5.4 Debbie Donaldson - Plan Change to the District Plan for the Wairarapa Dark Sky Reserve
Ms Donaldson was invited to present at the next Committee meeting in September 2020. Members requested Ms Donaldson provide information on what engagement has been done with Māori and the impacts of their proposal on any future Māori economic plans at this meeting.
- 5.5 Mel Maynard – Welcome to Martinborough sign, Restorative Justice and Memorial Gateway at Soldiers Memorial Park
Ms Maynard was encouraged to work directly with Ms Aporo and Ms Te Tau on a Welcome to Martinborough sign.
The Committee deferred discussion on the requests to support the proposed restorative justice event and to work collaboratively on a memorial gateway at Soldiers Memorial Park to agenda item 8.1, the Chairperson Report.
- 5.6 Nathan Maynard – Grant application from Hau Ariki Marae
The Committee deferred discussion of the application for financial assistance to agenda item 7.2, the Financial Assistance Report.

8. CHAIRPERSON REPORT

- 8.1 Chairperson Report
Mr Hurihanganui of Engaging Well presented on the proposal to conduct a cultural audit of the South Wairarapa District Council. Mr Hurihanganui introduced the concept of a cultural audit, outlined the approach and expected timeframes.

Mr Maynard left the meeting at 6.53pm.

MSC NOTED:

Action 354 – To discuss the proposal from Engaging Well to conduct a cultural audit at SWDC with Chief Executive Harry Wilson, MSC.

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Councillor Emms left the meeting at 7.07pm.

Ms Hooper spoke to matters in the Chairperson Report and updated members on reasons for the cancellation of the wānanga. Members discussed the need for restorative justice to still be made and supported establishing a Working Party to work collaboratively with the Martinborough Community Board, Mr Stitt, and Wellington Water on the ideas of planting at Pain Farm, catering and a pou put forth by Ms Maynard.

MSC RESOLVED (MSC 2020/22):

1. To receive the Chairperson Report.
2. To establish a Working Party to determine how to make restorative justice for the wastewater overflow incident.

(Moved Cr Jephson/Seconded Te Maari)

Carried

6. MINUTES FOR CONFIRMATION

6.1 Māori Standing Committee – 1 July 2020

MSC RESOLVED (MSC 2020/23) that the minutes of the Māori Standing Committee meeting held on 1 July 2020 be confirmed as a true and correct record.

(Moved Rutene/Seconded Mikaera)

Carried

7. OPERATIONAL REPORTS – COUNCIL OFFICERS

7.1 Criteria for Financial Assistance Report

Members agreed to remove the criteria for applicants to provide proof of insurance and financial statements in support of grant applications and discussed the importance of grant recipients reporting back to the Committee to share their experience.

MSC RESOLVED (MSC 2020/24):

1. Receive the 'Criteria for Financial Assistance' Report.

(Moved Cr Jephson/Seconded Te Maari)

Carried

2. Approve the individual, organisation and marae financial assistance application forms.

(Moved Mikaera/Seconded Cr Maynard)

Carried

3. Approve that the financial assistance application forms be made available on the Council website.

(Moved Cr Jephson/Seconded Rutene)

Carried

4. Agree that a further review of the financial assistance application forms be undertaken in 12 months' time following the development of the Committee Terms of Reference and review of the Grant Policy.

(Moved Mikaera/Seconded Cr Jephson)

Carried

7.2 Financial Assistance Report

Ms Hooper, on behalf of Pae tū Mōkai o Tauria, withdrew the request for a six-month extension on the grant approved in September 2019 to assist with

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new signage for the new premises at the old Featherston Golf Course as the project has now been completed.

MSC RESOLVED (MSC 2020/25):

1. Receive the 'Applications for Financial Assistance' Report.
(Moved Te Maari/Seconded Cr Maynard) Carried
2. To grant Kohunui Marae funds of \$8,122 to assist with establishing a Native Plant Nursery, Kāuta storage and upgrade, and replacement cooking vessels.
(Moved Mikaera/Seconded Cr Jephson) Carried
Terry Te Maari abstained.
3. To grant Pae tū Mōkai o Tauira fund of \$1,000 to assist with building a Native Tree and Plant Nursey in Featherston at Te Whare Whakapapa Raranga (old Featherston Golf Clubrooms).
(Moved Rutene/Seconded Cr Maynard) Carried
Narida Hooper and Karen Mikaera abstained.
5. To grant Hau Ariki Marae funds of \$9,000 to purchase furniture for the dining room at the Marae.
(Moved Cr Jephson/Seconded Mikaera) Carried

7.3 Action Items Report

Members discussed the items, noting further updates and further actions in relation to:

Action 355: Investigate progress of the request for Council to add a new sign at Viles Road that marks Pae tū Mōkai o Tauira, E Stitt.

Action 356: Request Upper Hutt City Council fixes the incorrect spelling of the Remutaka sign at Maymorn, E Stitt

Members requested Action 444 be reopened as there is another Remutaka sign at Abbotts Creek on Western Lake Road that needs replacing.

MSC RESOLVED (MSC 2020/26) to receive the Action Items Report.

(Moved Rutene/Seconded Mikaera) Carried

7.4 Income and Expenditure Report

Members discussed applying for a marae development grant from Council and considered the option of the local maraes applying direct to Council in future years.

MSC RESOLVED (MSC 2020/27) to receive the Income and Expenditure Statement for the period 1 July 2019 – 30 June 2020.

(Moved Cr Jephson/Seconded Mikaera) Carried

MSC NOTED:

Action 357: Obtain a copy of the Committee grant application to Council from 2019/20 and apply to Council for a grant for marae development in the current 2020/21 funding round, N Hooper.

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Ms Kerr closed with a Karakia.

The meeting closed at 8.07pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

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Present: Ann Rainford (Chair), Graeme Gray, Shelley Symes, Councillor Rebecca Fox, Councillor Alistair Plimmer and Aimee Clouston (youth representative).

In Attendance: Russell O’Leary (Group Manager Planning and Environment) and Steph Dorne (Committee Advisor).

Conduct of Business: The meeting was conducted in public in the WBS Room, Greytown Town Centre on 5 August 2020 between 7:00pm and 9.15pm.

1. EXTRAORDINARY BUSINESS

Mrs Rainford explained that a verbal Councillor report back would be discussed as a minor matter under agenda item 12, Member Reports.

2. APOLOGIES

Ms Baker tendered her apologies ahead of the meeting however they were not presented to the Board for acceptance at the meeting.

3. CONFLICTS OF INTEREST

Councillor Plimmer declared a conflict of interest with the grant application from Greytown School during agenda item 9.3, the Applications for Financial Assistance Report.

4. ACKNOWLEDGMENTS AND TRIBUTES

Councillor Plimmer paid tribute to Bruce Hamilton, who had recently passed away. Mr Hamilton was the founding Deputy Principal of Rathkeale College and made a significant contribution to the development of the college.

5. PUBLIC PARTICIPATION

There was no public participation.

6. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

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7. COMMUNITY BOARD MINUTES

7.1 Greytown Community Board Minutes – 24 June 2020

GCB RESOLVED (GCB 2020/29) that the minutes of the Greytown Community Board meeting held on 24 June 2020 be confirmed as a true and correct record.

(Moved Cr Fox/Seconded Gray) Carried

8. REPORT FROM COMMITTEES

8.1 Tree Advisory Group

There was no verbal update from the Tree Advisory Group.

9. CHIEF EXECUTIVE AND STAFF REPORTS

9.1 Action Items Report

Members discussed the items and noted further updates.

Councillor Plimmer updated members that Chris Wilkinson of Retail First Group had been approached for ideas on consultation and community involvement in the project for Greytown's Main Street.

Councillor Fox updated members of the site visit to the Greytown Cemetery, discussed the need to take a long-term view, and undertook to arrange an onsite meeting with the Amenities Manager.

GCB RESOLVED (GCB 2020/30) to receive the Action Items Report.

(Moved Cr Fox/Seconded Symes) Carried

9.2 Income and Expenditure Report

GCB RESOLVED (GCB 2020/31) to receive the Income and Expenditure Statement for the period 1 July 2019 – 30 June 2020.

(Moved Gray/Seconded Symes) Carried

9.3 Applications for Financial Assistance

Members discussed taking a long-term view of grant funding and weighed up whether to defer consideration of grant applications pending the development of the Community Board's long-term vision and review of grant criteria.

Members proceeded with consideration of the application from Greytown School as the project is near completion.

GCB RESOLVED (GCB 2020/32):

1. To receive the Application for Financial Assistance Report.

(Moved Gray/Seconded Symes) Carried

2. To grant Greytown School \$500 to contribute to the costs of completing its bike track.

(Moved Gray/Seconded Symes) Carried

Councillor Plimmer abstained

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3. To defer granting Pae tū Mōkai o Tauria funds to establish Native Tree and Plant Nursery pending a presentation from the applicant on how the project benefits Greytown and the development of the Community Board's long-term vision and review of grant criteria.

(Moved Symes/Seconded Cr Plimmer)

Carried

4. To defer granting Kidz Need Dadz Wellington funds for a Father's Day Bowling Event pending the development of the Community Board's long-term vision and review of grant criteria.

(Moved Cr Plimmer/Seconded Cr Fox)

Carried

GCB NOTED:

Action 367: Invite Pae tū Mōkai o Tauria to present to their grant application and outline the benefits of the project to Greytown at the next Greytown Community Board meeting, K Yates.

Action 368: Request clarification from officers' of whether obtaining a grant from the Community Board and Council for the same project fits with the intent of the Grants Policy, K Yates.

9.4 Financial Assistance Accountability Report

GCB RESOLVED (GCB 2020/33) to receive the Financial Assistance Accountability Report

(Moved Cr Fox/Seconded Symes)

Carried

9.5 Naming of a New Road At 78 Kuratawhiti Report

GCB RESOLVED (GCB 2020/34) to receive the Proposed Naming of a New Road, at 78 Kuratawhiti, in Greytown Report.

(Moved Cr Fox/Seconded Gray)

Carried

9.6 Naming of a New Road At 104A West Street Report

Members discussed that the proposed names have not been selected from the Board's pre-approved list of road names. Mr O'Leary outlined the process of naming a new road and clarified that applicants are able to propose alternative names.

Members requested applicants be directed to consult with Greytown Heritage Trust if they are proposing a name not on the Board's pre-approved list. Mrs Rainford undertook to discuss with Greytown Heritage Trust its suggestion for an alternative name for the road at 104A West Street.

GCB RESOLVED (GCB 2020/35):

1. To receive the Naming of a new road, at 104A West Street, in Greytown Report.
2. Defer accepting the name "Peony Drive" for the proposed road on Lot 101 at 104A West Street Greytown pending discussions with Greytown Heritage Trust.

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10. NOTICES OF MOTION

There were no notices of motion.

11. CHAIRPERSON REPORT

Members discussed community group involvement in the planning of the Children's Christmas event and deferred consideration of sponsoring the event pending further discussions with the newly established working group.

Members discussed alternative ways to progress work on the two new proposed signs and undertook to invite the community to put forth design ideas rather than establishing a working group.

Members discussed how to progress work on the Board's three-year vision and noted the request to increase the maximum grant value would be considered as part of a wider review of the grant criteria.

GCB NOTED:

Action 369: Request Greytown Heritage Trust resubmits their proposal for the design of new signs at the North and South ends of Greytown, GCB.

Action 370: Invite the community to put forth design ideas for two new signs at the North and South ends of Greytown, GCB.

GCB RESOLVED (GCB 2020/36):

1. To receive the Chairperson Report
(Moved Gray/Seconded Symes) Carried
2. To approve a donation of \$100 to the Greytown Menz Shed for their work on the Stella Bull Park picnic table, to be funded from the Beautification Fund.
(Moved Gray/Seconded Cr Fox) Carried
3. Note the status of the signs at Papawai Marae and agree that further consultation on street signage for the Marae be deferred until the content of the present signs have been approved.
(Moved Cr Plimmer/Seconded Cr Fox) Carried
4. Approve an additional cost of \$38.00 for the additional artwork required for the first set of flags for the Main Street FlagTrax System, to be funded from the Beautification Fund.
(Moved Cr Fox/Seconded Gray) Carried
5. Approve an additional cost of \$400.00 for additional art and design work on the second set of flags for the Main Street FlagTrax System, to be funded from the Beautification Fund.
(Moved Gray/Seconded Symes) Carried
6. Establish a working group responsible for planning the Children's Christmas event and to report back to the Community Board on progress achieved and appoint Ann Rainford, Councillor Plimmer and Graeme Gray as Community Board

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representatives, Aimee Clouston as the youth representative, and other community stakeholders (to be determined).

(Moved Symes/Seconded Gray)

Carried

7. Approve a donation of \$100 to the Greytown Menz Shed for their work on making a gate for the dog park, to be funded from the \$2,000 commitment in the Beautification Fund for the dog park programme.

(Moved Symes/Seconded Cr Fox)

Carried

8. Approve the sum of \$300 for Christmas lights for the Greytown Town Centre to be paid to Grand Illusions, Greytown, to be funded from the Beautification Fund.

(Moved Cr Fox /Seconded Gray)

Carried

9. Defer adding Frances Skeet to the list of Greytown Community Board road names approved for use in the Greytown Ward pending further historical information of Frances Skeet's community service and an assessment of whether it fits with the Naming of Public Roads, Private Roads and Rights-of-Way Policy.

(Moved Symes/Seconded Cr Plimmer)

Carried

Mr O'Leary left the meeting at 8.44pm.

Mr O'Leary returned to the meeting at 8.46pm.

12. MEMBER REPORTS (INFORMATION)

12.1 Member Report from Shelley Symes

Ms Symes spoke to matters in her member report and requested immediate assistance from SWDC management with the radio communication issues and the proposal to move the radio base station.

GCB NOTED:

Action 371: Request SWDC management work with WREMO on resolving radio communication issues between Greytown and Masterton Emergency Operations Centre, E Stitt.

Action 372: Request SWDC discuss with WREMO the radio testers' proposal to move the radio base station from the Greytown Town Centre to Greytown Menz Shed and instruct testers not to move the radio base station, E Stitt.

GCB RESOLVED (GCB 2020/37) to receive the Member Report.

(Moved Cr Plimmer/Seconded Cr Fox)

Carried

12.2 Councillor Report from Councillor Fox – verbal update

Councillor Fox provided an update of a meeting attended on the Three Waters Reform and outlined matters of the Government proposal in relation to access to funding and regulation and supply arrangements.

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13. CORRESPONDENCE

There was no correspondence.

The meeting closed at 9.15pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

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Minutes – 11 August 2020

- Present:** Mark Shepherd (Chair), Claire Bleakley, Sophronia Smith, Jayson Tahinurua, Councillor Ross Vickery (to 8.24pm) and Councillor Garrick Emms.
- In Attendance:** Mayor Alex Beijen, Russell O’Leary (Group Manager Planning and Environment), Bryce Neems (Amenities Manager), Glenda Seville (Community Development Coordinator) and Steph Dorne (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in Kiwi Hall, 62 Bell Street, Featherston on 11 August 2020 between 7:00pm and 8.39pm.
- Also in Attendance:** Luke Tiller (Kidz Need Dadz Wellington) and Josje Neerincx (Featherston Organics)

1. EXTRAORDINARY BUSINESS

Councillor Emms requested matters relating to Harrison Street be added to the agenda. Mr Shepherd explained this would be discussed as a minor matter under agenda item 11, Member Reports.

2. APOLOGIES

FCB RESOLVED (FCB 2020/33) to receive apologies from Harry Wilson, Chief Executive.

(Moved Bleakley/Seconded Tahinurua)

Carried

3. CONFLICTS OF INTEREST

Claire Bleakley declared a conflict of interest with the grant application from Featherston Organics to be discussed under agenda item 8.3, the Financial Assistance Report.

4. ACKNOWLEDGMENTS AND TRIBUTES

Claire Bleakley paid tribute to the recent Matariki celebrations and acknowledged the work of Sophronia Smith and others involved in organising the events.

5. PUBLIC PARTICIPATION

5.1 Luke Tiller – Funding Application for Kidz Need Dadz Wellington

Mr Tiller spoke in support of the funding application from Kidz Need Dadz Wellington to run a Father’s Day Bowling Event at Masterton Masterbowl. Mr Tiller responded to questions on other grants being sought and the level of Featherston participation expected.

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- 5.2 **Josje Neerinx – Funding Application for Featherston Organics**
Ms Neerinx spoke in support of the funding application from Featherston Organics to assist with the costs of running a Featherston based “Organic Week” programme in September. Ms Neerinx outlined the planned events and responded to questions on the project costs.

6. ACTIONS FROM PUBLIC PARTICIPATION

The funding applications would be considered under agenda item 8.3, the Financial Assistance Report.

7. COMMUNITY BOARD MINUTES

7.1 Featherston Community Board Minutes – 30 June 2020

FCB RESOLVED (FCB 2020/34) that the minutes of the Featherston Community Board meeting held on 30 June 2020 be confirmed as a true and correct record.

(Moved Bleakley/Seconded Tahinurua) Carried

8. CHIEF EXECUTIVE AND STAFF REPORTS

8.1 Action Items Report

Members reviewed the actions items and discussed further updates.

FCB RESOLVED (FCB 2020/35) to receive the Action Items Report.

(Moved Cr Vickery/Seconded Cr Emms) Carried

8.2 Income and Expenditure Report

FCB NOTED:

Action 382: Confirm the correct balance for the Featherston Community Board to carry forward from 30 June 2019, K Neems.

Action 383: Provide information on the scope of the \$500 granted by the Featherston Community Board to Pae tu Mokai dated 14/01/2019, K Neems.

FCB RESOLVED (FCB 2020/36) to receive the Income and Expenditure Statement for the period 1 July 2019 – 30 June 2020.

(Moved Cr Vickery/Seconded Smith) Carried

8.3 Financial Assistance Report

Members discussed the applications and encouraged Featherston Organics to seek to incorporate the concept of Organic Week into the Wairarapa Economic Development Strategy.

Members supported partial funding of the application from Kidz Need Dadz Wellington to ensure funding was proportionate to Featherston community involvement. Members also supported partial funding of the application from Pae tū Mōkai o Tauira as the amount requested exceeded the maximum limit. Members discussed that further support could be requested at a later date.

FCB RESOLVED (FCB 2020/37):

1. To receive the Applications for Financial Assistance Report.

(Moved Smith/Seconded Tahinurua) Carried

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2. To approve the request from Pae tū Mōkai o Taurira for a six-month extension of the grant approved in September 2019 to assist with new signage for the new premises at the old Featherston Golf Course.
(Moved Bleakley/Seconded Tahinurua) Carried
3. To grant Featherston Organics funds of \$500 on receipt to contribute towards the costs of the “Organic Week” programme.
(Moved Shepherd/Seconded Cr Vickery) Carried
Claire Bleakley abstained
4. To grant the Wisdom and Wellbeing Group funds of \$500 to contribute towards its operating costs.
(Moved Bleakley/Seconded Smith) Carried
5. To grant Pae tū Mōkai o Taurira funds of \$500 to contribute towards the costs of upgrading outbuildings.
(Moved Bleakley/Seconded Smith) Carried
6. To grant Kidz Need Dadz Wellington funds of \$200 for a Father’s Day Bowling Event.
(Moved Cr Vickery/Seconded Bleakley) Carried

8.4 **Financial Assistance Accountability Report**

FCB RESOLVED (FCB 2020/38) to receive the Financial Assistance Accountability Report.

(Moved Bleakley/Seconded Tahinurua) Carried

8.5 **Naming of a New Road Report**

Mr Shepherd updated members of discussions with the Chair of the Māori Standing Committee and the need for a protocol moving forward for the use of Māori names. Mr Shepherd undertook to request the Chair of the Māori Standing Committee advises on appropriate names.

FCB RESOLVED (FCB 2020/39):

1. To receive the Proposed Naming of a New Road, at 123 Fitzherbert Street, in Featherston Report.
(Moved Bleakley/Seconded Tahinurua) Carried
2. To defer approving a name for a new road at 123 Fitzherbert Street, in Featherston and delegate to the Chair the ability to approve a road name pending advice from the Chair of the Māori Standing Committee.
(Moved Bleakley/Seconded Smith) Carried

8.6 **Naming Featherston Town Square Report**

Members discussed the naming of Featherston Town Square and considered options presented. Members undertook to discuss further the process of undertaking a two stage engagement approach before making any necessary recommendations to the Assets and Services Committee for consideration.

FCB NOTED:

Action 384: To clarify the process of undertaking a two stage engagement approach to the naming of Featherston Town Square, FCB.

FCB RESOLVED (FCB 2020/40):

1. To receive the Naming Featherston Town Square Report.
(Moved Bleakley/Seconded Cr Emms) Carried
2. To agree that the report and action items on 'Renaming Featherston Town Square' be termed 'Naming Featherston Town Square.'
(Moved Cr Vickery/Seconded Bleakley) Carried

9. NOTICES OF MOTION

There were no notices of motion.

10. CHAIRPERSONS REPORT

10.1 Chairperson Report

Mr Shepherd spoke to matters as outlined in the Chairperson Report including playground fencing, street flags and ideas for funding, Matariki celebrations and a youth representative.

Councillor Vickery left the meeting at 8.24pm.

FCB RESOLVED (FCB 2020/41):

1. To receive the Chairperson Report.
(Moved Tahinurua/Seconded Smith) Carried
2. Appoint Claire Bleakley as the Featherston Community Board WREMO civil defence liaison.
(Moved Shepherd/Seconded Smith) Carried
3. Note that suggestions for a youth representative are being sought from Simon Fuller, Principal of Kuranui College.
(Moved Bleakley/Seconded Tahinurua) Carried

11. MEMBER REPORTS (INFORMATION)

11.1 Member Report from Claire Bleakley

Mrs Bleakley spoke to matters in her Member Report and requested support from the Board to fund the Traffic Management for the Featherston Christmas Parade. Mrs Bleakley undertook to obtain a quote and provide this to the Board.

FCB RESOLVED (FCB 2020/42) to receive the Member Report from Claire Bleakley.

(Moved Shepherd/Seconded Smith) Carried

11.2 Harrison Street (verbal item)

Councillor Emms sought information on the development occurring on Harrison Street. Mayor Beijen updated members of the development activity and noted communications would be released.

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

12. CORRESPONDENCE

There was no correspondence.

The meeting closed at 8.39pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

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ASSETS AND SERVICES COMMITTEE Minutes from 12 August 2020

Present: Councillors Brian Jephson (Chair), Garrick Emms, Rebecca Fox, Pip Maynard, Alistair Plimmer, Ross Vickery and Mayor Alex Beijen.

In Attendance: Euan Stitt (Group Manager Partnerships and Operations), Katrina Neems (Chief Financial Officer), Bryce Neems (Amenities and Solid Waste Manager), Karen Yates (Policy and Governance Manager) and Suzanne Clark (Committee Advisor).
Wellington Water: Colin Crampton, Ian McSherry, Vic Maggs.

Conduct of Business: The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 9:04am and 11:10am except where expressly noted.

Also in Attendance Colin Olds (Chair of Water Race Subcommittee), Cr Pam Colenso.

Open Section

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. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

There was no extraordinary business.

DISCLAIMER

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A6. Minutes for Confirmation

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/38) that the minutes of the Assets and Services Committee meeting held on 17 June 2020 are a true and correct record.

(Moved Cr Fox/Seconded Cr Emms)

Carried

A7. Minutes for Receipt

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/39) to receive the minutes of the Water Race Subcommittee meeting held on 30 June 2020.

(Moved Mayor Beijen/Seconded Cr Vickery)

Carried

B Reports from Subcommittees

B1. Recommendations from Water Race Subcommittee

Mr Olds requested the Committee provide a resolution to the matter put forward by the Water Race Subcommittee and that water race ratepayers were not rated to fund urban stormwater. Council officers undertook to investigate the nature of water race event callouts.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/40):

1. To receive the Recommendations from Water Race Subcommittee Report.

(Moved Cr Vickery/Seconded Cr Plimmer)

Carried

2. To recommend to Council that the management and further investigation of the Greytown stormwater system (which uses the Moroa Water Race Network as a conduit) and any consequent funding for capital improvement works within the Greytown urban area, needs to be considered by the Assets and Services Committee. The Water Race Subcommittee confirm and recommend that any resourcing to secure that outcome in any way is not funded by Moroa Water Race ratepayers.

(Moved Mayor Beijen/Seconded Cr Plimmer)

Carried

3. Action 400: Investigate the nature of Moroa Water Race events resulting in an operational callout (e.g. urban vs rural vs stormwater), cost and location, and put together some analysis; E Stitt

C Information and Verbal Reports from Chief Executive and Staff

C1. Wellington Water Annual Performance Report

Colin Crampton with support from Wellington Water staff discussed Wellington Water outcomes and South Wairarapa performance against these measures with Council.

Members noted that district water loss was high. Wellington Water were requested to review whether water discharged as part of the water improvements trials could be diverted to other purposes instead of wasted and to provide water loss statistics by town, and to find methodologies, including conservation, to drive down waste and loss.

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ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/41) to receive the Wellington Water Performance Report.
(Moved Cr Fox/Seconded Cr Vickery)

Carried

C2. Wellington Water Report – Statement of Intent

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/42) to receive the Wellington Water Report – Statement of Intent.
(Moved Cr Maynard/Seconded Cr Jephson)

Carried

C3. Water Reforms – Verbal Update from Wellington Water

Mr Stitt advised that central government were reforming and consolidating ways water services were delivered in New Zealand.

Wellington Water were putting together a delivery plan for South Wairarapa which included a central government monetary contribution for the South Wairarapa as well as a regional contribution. To access the funds Council needed to agree a Memorandum of Understanding (MoU) with the crown and the crown would need to endorse the plan. An extraordinary Council meeting to consider the MoU would be held 19 August 2020.

Mayor Beijen left the meeting at 10:05am.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/43) to receive the water reforms verbal update report.

(Moved Cr Emms/Seconded Cr Vickery)

Carried

C4. Lake Ferry Wastewater – Verbal Update from Wellington Water

Wellington Water were focusing on getting the Lake Ferry wastewater system running and were bringing planned work forward. A temporary wastewater system arrangement had been put in place. A lessons learned exercise would be undertaken once the system was operating correctly.

Progress on the Featherston Wastewater project was briefly discussed.

The meeting adjourned at 10:10am.

The meeting reconvened at 10:30am.

C5. Solid Waste Management and Minimisation Bylaw Report

Cr Colenso, Council's representative on the Wellington Region Waste Management and Minimisation Plan Joint Committee outlined the purpose of the joint bylaw and the requirements of Council, waste contractors and the public that would become mandatory once the bylaw was adopted.

Mayor Beijen returned to the meeting at 10:33am.

Members discussed the potential effect on rural communities.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/44):

1. To receive the Partnerships and Operations Report.

(Moved Cr Plimmer/Seconded Mayor Beijen)

Carried

DISCLAIMER

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2. To note that officers will seek Council’s approval to undertake public consultation on the proposed bylaw in accordance with the Local Government Act 2002.

(Moved Cr Fox/Seconded Cr Maynard)

Carried

C6. Partnerships and Operations Report

Mr Stitt discussed road maintenance against targets, community WiFi usage, a flooding and road camber issue in Greytown, planned reserves improvements, and the Hinekura Hill slip and roading situation with members.

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/45):

1. To receive the Partnerships and Operations Report.

(Moved Cr Emms/Seconded Cr Fox)

Carried

2. Action 401: Liaise with NZTA about the flooding and road camber issue at 97 Main Street in Greytown; E Stitt

C7. Action items

ASSETS AND SERVICES COMMITTEE RESOLVED (A&S2020/46) to receive the Action Items Report.

(Moved Cr Fox/Seconded Cr Plimmer)

Carried

D Consideration of Public Excluded Business

COUNCIL RESOLVED (A&S2020/47) that the public be excluded from the following part of the meeting, namely:

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Hutchings Metal Pit, 100 Fenwicks Line, Greytown	Good reason to withhold exists under section 7(2)(a)(i)	Section 48(1)(a)

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
a) The withholding of the information is necessary to protect information the privacy of natural persons, including that of deceased natural persons.	Section 7(2)(a)
i) The withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage negotiations (including commercial and industrial sensitivity)	Section 7(2)(i)

(Moved Cr Maynard/Seconded Cr Jephson)

Carried

DISCLAIMER

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Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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PLANNING AND REGULATORY COMMITTEE

Minutes from 12 August 2020

Present:	Councillors Ross Vickery (Chair), Pam Colenso, Rebecca Fox, Leigh Hay, Alistair Plimmer, Brenda West and Mayor Beijen.
In Attendance:	Russell O’Leary (Group Manager Planning and Environment), Rick Meads (Manager Environmental Services), Godwell Mahowa (Planning Manager), Katrina Neems (Chief Financial Officer) and Suzanne Clark (Committee Advisor).
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 11:30am and 12:45pm.

Open Section

- A1. Apologies**
There were no apologies.
- A2. Conflicts of Interest**
Cr West declared a conflict of interest with agenda item ‘B1 Toast Martinborough Alcohol Ban Request’ as she was appointed to the District Licensing Committee and worked for Toast Martinborough.
- A3. Public Participation**
There was no public participation.
- A4. Actions from Public Participation**
There were no actions from public participation.
- A5. Extraordinary Business**
There was no extraordinary business.
- A6. Minutes for Confirmation**
PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2020/15) that the minutes of the Planning and Regulatory Committee meeting held on 1 July 2020 are a true and correct record.

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(Moved Cr Hay/Seconded Cr Colenso)

Carried

A7. Notices of motion

There were no notices of motion.

B Decision Reports

B1. Toast Martinborough Alcohol Ban Request

Mr O'Leary with support from Mr Meade answered questions on the ability of license holders within the designation to sell alcohol from their premises, alcohol restrictions at the event, and how members of the public can make objections to the event.

The Committee requested that in future years officers liaise with NZ Police to seek relevant event trend information in order to see what effect the event has on Martinborough.

The Committee requested that Toast Martinborough and Martinborough Business Association be invited to attend future meetings, where an alcohol ban request for the Toast is considered, with the purpose of answering questions on the effect of the event on local businesses and the wider community.

PLANNING AND REGULATORY COMMITTEE RESOLVED (P&R2020/16):

1. To receive the Toast Martinborough Alcohol Ban Request Report.

(Moved Cr Fox/Seconded Cr Colenso)

Carried

2. To recommend to Council that pursuant to Clause 3.2 of the South Wairarapa Liquor Control Bylaw 2011, to order a prohibition of alcohol consumption or possession of alcohol for the public places as shown in Appendix 1 of the officer's report as an "Alcohol Prohibition Area". The prohibition is to be effective on 15 November 2020 from 12:00 midday to 9:00pm.

(Moved Hay/Seconded Cr Fox)

Carried

Cr West abstained

B2. Tobin Stopbank Project – Exemption from an Esplanade Reserve, Road Stopping and Vesting a Portion of SWDC Road Reserve with GWRC for Conservation and River Control Purposes.

Mr O'Leary updated members on key changes to the document since it had been presented to Council. Members discussed financial arrangements for administration of an agreement and how the value associated with the land was determined.

PLANNING AND REGULATORY RESOLVED (P&R2020/17):

1. To receive the Tobin Stopbank Project – Exemption from an Esplanade Reserve, Road Stopping and Vesting a Portion of SWDC Road Reserve with GWRC for Conservation and River Control Purposes Report.

(Moved Cr Fox/Seconded Cr West)

Carried

2. To recommend that Council passes a resolution pursuant to Rule 24.2.3 of the Wairarapa Combined District Plan to waive the requirement to create an esplanade reserve under Section 345(3) of the Local Government Act 1974.

DISCLAIMER

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3. To recommend to Council to pass a resolution to stop the portion of road in the above referred land in accordance with the Local Government Act 1974 and transfer ownership to Greater Wellington Regional Council (GWRC) for soil conservation and river protection purposes.

(Moved Cr Plimmer/Seconded Cr Fox)

Carried

C. Information and Verbal Reports from Chief Executive and Staff

C1. Planning and Environment Group Report

Mr O’Leary with support from officers answered councillor questions on consent processing, making submissions to the Wairarapa Combined District Plan, the Featherston Tiny Homes resource consent application, Harrison Street East roading development, compliance with overgrown hedge request to trim notices, and matters relating to abandoned vehicles.

Members discussed progress towards progressing dog pound options and research into compliance and likely costs undertaken to date by Council officers. The Committee urged Council officers to produce a framework for a swift resolution with Carterton District Council.

PLANNING AND REGULATORY RESOLVED (P&R2020/18) to receive the Planning and Environment Group Report.

(Moved Cr Colenso/Seconded Cr West)

Carried

C2. Action Items Report

PLANNING AND REGULATORY RESOLVED (P&R2020/19) to receive the Planning and Regulatory Action Items Report.

(Moved Cr Hay/Seconded Cr Colenso)

Carried

Confirmed as a true and correct record

.....(Chair)

.....(Date)

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Minutes – 13 August 2020

- Present:** Mel Maynard (Chair), Nathan Fenwick, Councillor Pam Colenso and Councillor Pip Maynard.
- In Attendance:** Mayor Alex Beijen, Euan Stitt (Group Manager Partnerships and Operations), Bryce Neems (Amenities Manager) and Steph Dorne (Committee Advisor).
- Conduct of Business:** The meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough on 13 August 2020 between 6.30pm and 8.40pm. The meeting became extraordinary due to a change of venue.
- Also in Attendance:** Sue Dalton and Les Roberts.

1. EXTRAORDINARY BUSINESS

There was no extraordinary business.

2. APOLOGIES

MCB RESOLVED (MCB2020/25) to receive apologies from Aidan Ellims and Michael Honey.

(Moved M Maynard/Seconded Cr Maynard)

Carried

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

Mayor Beijen paid tribute to former Councillor Bob Petelin who is unwell. Mr Fenwick paid tribute to Ian Maskell who recently passed away and had given a lot to the Martinborough community.

5. PUBLIC PARTICIPATION

5.1 Sue Dolton and Les Roberts – Martinborough Walkways

Ms Dolton, on behalf of the Friday Walking Group, spoke on matters relating to Martinborough walking opportunities and requested a clean-up of the 'Walking Opportunity' area marked on SH54 and a new

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walkway along the Ruamahanga river terraces broadly following the 'Around the Vines' walking route.

6. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS

Walking opportunities are being explored by the Wairarapa Trails Actions Group and will be considered as part of the district wide walking and cycling plan.

Ms Dolton was encouraged to contact Councillor Leigh Hay who is exploring the possibility of a walking user group.

MCB NOTED:

Action 425: Broaden the scope of Action 314 relating to Princess Street to investigate walking trails more broadly in Martinborough, E Stitt.

7. COMMUNITY BOARD MINUTES

7.1 Martinborough Community Board Minutes – 2 July 2020

MCB RESOLVED (MCB 2020/26) that the minutes of the Martinborough Community Board meeting held on 2 July 2020 be confirmed as a true and correct record.

(Moved Fenwick/Seconded Cr Colenso)

Carried

8. CHIEF EXECUTIVE AND STAFF REPORTS

8.1 Action Items Report

Mr Stitt updated members of the cancellation of the wānanga and noted the Māori Standing Committee established a working party to work collaboratively to come up with a new plan.

Mr Neems provided an update on the progress of maintenance at Pain Farm and the recent appraisal. Members acknowledged the work of Bryce Neems, Trish Drury and Greg Childs on the Pain Farm.

Members reviewed the actions items, discussed further updates and noted a further action:

1. Action 426: Hold a workshop to discuss the Martinborough Community Board strategy for the 2019-2022 triennium, MCB.
2. Action 427: Add an option in the Martinborough Community Board financial assistance application form for applicants to speak to their grant application, K Yates.

MCB RESOLVED (MCB 2020/27) to receive the Action Items Report.

(Moved Cr Maynard/Seconded Cr Colenso)

Carried

8.2 Income and Expenditure Report

MCB NOTED:

Action 428: Release the Outdoor Clock and Fred Cooper Estate commitments from the Martinborough Community Board Swimming Pools fund, K Neems.

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MCB RESOLVED (MCB 2020/28) to receive the Income and Expenditure Statement for the period 1 July 2019 – 30 June 2020.

(Moved Cr Colenso/Seconded Fenwick)

Carried

8.3 Financial Assistance Report

Members discussed the applications and supported partial funding of the application from Kidz Need Dadz to ensure funding was proportionate to local community involvement.

Members discussed the health and safety aspects of the Tora Bombora event, youth involvement, and prior support given. Members supported partial funding of the event and requested Tora Bombora present to the Board after the event.

Members acknowledged the service of the Martinborough Community Garden and discussed ways to provide additional support.

MCB NOTED:

Action 429: Investigate entering into a funding partnership agreement with Martinborough Community Garden for the remainder of the triennium, K Yates.

MCB RESOLVED (MCB 2020/29):

1. To receive the Applications for Financial Assistance Report.
(Moved Cr Maynard/Seconded Fenwick) Carried
2. Approve the request from Martinborough Music Festival Trust to retain the \$500 granted on 27 February 2020 for the Martinborough Music Festival in light of their new plans for the event.
(Moved Cr Maynard/Seconded Cr Colenso) Carried
3. To grant Kidz Need Dadz funding of \$200 to assist with the costs of a Father's Day Bowling Event subject to South Wairarapa District being acknowledged in the advertising of the event and presenting to the Board after the event.
(Moved Cr Maynard/Seconded Fenwick) Carried
4. To grant Tora Bombora funding of \$500 to assist with the costs of a Tora Bombora Music Festival.
(Moved Cr Colenso/Seconded Cr Maynard) Carried
5. To grant Martinborough Community Garden funding of \$800 to contribute to its ongoing operating costs and to offer \$1,000 to contribute towards the cost of a 4,000-litre water tank.
(Moved Fenwick/Seconded Cr Maynard) Carried

8.4 Financial Assistance Accountability Report

Members acknowledged grant recipients for sharing their experiences and in particular expressed thanks to He Putiputi for the artwork images shared.

DISCLAIMER

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MCB RESOLVED (MCB 2020/30) to receive the Financial Assistance
Accountability Report.

(Moved Cr Colenso/Seconded M Maynard)

Carried

9. NOTICES OF MOTION

There were no notices of motion.

10. CHAIRPERSONS REPORT

10.1 Chairperson Report

Ms Maynard spoke to matters as outlined in the Chairperson Report.

Ms Maynard updated members of discussions with the Māori Standing Committee for a sign at the entrance of Martinborough and undertook to discuss wording with mana whenua. Members discussed the type of sign, community involvement, the potential for this to be a Community Board project, and the idea of a welcome pack for new residents.

Members did not proceed with making a request to Wellington Water to fund trees at Pain Farm and would work collaboratively with the Māori Standing Committee and Wellington Water to explore options to make restorative justice for the wastewater overflow incident.

MCB RESOLVED (MCB 2020/31):

1. To receive the Chairperson Report.

(Moved Cr Maynard/Seconded Cr Colenso)

Carried

2. Approve a cost of up to \$500 for payment for Guy Fawkes or Colour Run 2020 event, funds to come from the standard budget.

(Moved Fenwick/Seconded Cr Maynard)

Carried

Councillor Colenso abstained

3. Note the information from the Māori Standing Committee discussion and recommend signage at the entrance to Martinborough.

(Moved Cr Maynard/Seconded Fenwick)

Carried

4. To delegate to the Chair the authority to work collaboratively with the Māori Standing Committee and Wellington Water on a plan to make restorative justice for the wastewater overflow incident.

(Moved Cr Colenso/Seconded Fenwick)

Carried

5. Note the information on a memorial gateway and reflections seat.

(Moved Cr Maynard/Seconded Fenwick)

Carried

11. MEMBER REPORTS

There were no member reports.

12. CORRESPONDENCE

There was no correspondence.

DISCLAIMER

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The meeting closed at 8.40pm.

Confirmed as a true and correct record

.....Chairperson

.....Date

DISCLAIMER

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FINANCE, AUDIT AND RISK COMMITTEE
Minutes from 20 August 2020

Present:	Councillors Ross Vickery (Chair), Pam Colenso, Garrick Emms, Brenda West, Mayor Alex Beijen and independent member Kit Nixon.
In Attendance:	Katrina Neems (Chief Financial Officer), Harry Wilson (Chief Executive Officer), Charly Clarke (Finance Manager) and Suzanne Clark (Committee Advisor)
Conduct of Business:	The meeting was held in the Supper Room, Waihinga Centre, Texas Street, Martinborough and was conducted in public between 9:30am and 9:55am except where expressly noted.

Open Section

Mrs Neems, the Chief Financial Officer assumed the Chair.

Mrs Neems called for nominations to chair the 20 August 2020 meeting.
Cr Emms nominated Mayor Beijen.

Mayor Beijen nominated Cr Vickery.
This was seconded by Cr Colenso.

There being only one nomination that was seconded, Cr Vickery was declared Chair for the 20 August 2020 meeting.

Cr Vickery assumed the Chair.

A1. Apologies

FINANCE, AUDIT AND RISK RESOLVED (FAR2020/13) to accept apologies from Cr Leigh Hay and Cr Brian Jephson.

(Moved Cr West/Seconded Mayor Beijen)

Carried

A2. Conflicts of Interest

There were no conflicts of interest declared.

A3. Public Participation

There was no public participation.

DISCLAIMER

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A4. Actions from Public Participation

There were no actions from public participation.

A5. Extraordinary Business

There was no extraordinary business.

A6. Minutes for Confirmation

FINANCE, AUDIT AND RISK RESOLVED (FAR2020/14) to confirm that the Finance, Audit and Risk Committee minutes from the meeting held 24 June 2020 are a true and correct record.

(Moved Cr Colenso/Seconded Cr Emms)

Carried

A7. Notices of Motion

There were no notices of motion.

B Decision Reports from Chief Executive and Staff

B1. Customer Satisfaction Survey Report

Members discussed what effect a delay would have on the Council's Annual Report audit and sought assurance from Council officers that when the survey project did get underway that Council would look wider than the current provider.

Council officers undertook to ensure the Council organisation chart was updated.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2020/15):

1. To receive the Customer Satisfaction Survey Report.

(Moved Cr West/Seconded Cr Colenso)

Carried

2. To recommend to Council to defer conducting the Customer Satisfaction Survey until early in 2021.

(Moved Cr Colenso/Seconded Mayor Beijen)

Carried

C Information and Verbal Reports from Chief Executive and Staff

C1. Financial Report

Council officers answered members' questions on the number of rates arrears and rates rebates compared to previous years, the process for communicating the availability of rates rebates, the rates rebates legislation, the Audit NZ scheduled delay in auditing SWDC, the change in deadline to 31 December 2020 to adopt the Annual Report, and the cost of audits and Audit NZ's monopoly.

FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2020/16) to receive the Finance Report.

(Moved Cr Emms/Seconded Mayor Beijen)

Carried

DISCLAIMER

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C2. Action Items Report

Members discussed fleet updates and replacement with Council officers.
FINANCE AUDIT AND RISK COMMITTEE RESOLVED (FAR2020/17) to receive the
Action Items Report.
(Moved Cr West/Seconded Cr Colenso)

Carried

C3. Review of Risk Register Report

Item withdrawn.

Confirmed as a true and correct record

.....(Chair)

.....(Date)

DISCLAIMER

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