



## **FEATHERSTON COMMUNITY BOARD**

### **Agenda**

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#### **NOTICE OF MEETING**

An ordinary meeting will be held in Kiwi Hall, 62 Bell Street, Featherston on Tuesday 4 June 2019 starting at 7:00pm.

#### **MEMBERSHIP OF THE COMMUNITY BOARD**

Robyn Ramsden (Chair), Mark Shepherd (Deputy Chair), Claire Bleakley, Brenda West, Cr Colin Olds and Cr Ross Vickery.

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#### **PUBLIC BUSINESS**

**1. APOLOGIES:**

**2. CONFLICTS OF INTEREST:**

**3. PUBLIC PARTICIPATION:**

**4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:**

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

**5. COMMUNITY BOARD MINUTES:**

- 5.1 Minutes for Approval: Featherston Community Board Minutes of 23 April 2019

**Pages 1-5**

***Proposed Resolution:*** *That the minutes of the Martinborough Community Board meeting held on 23 April 2019 be confirmed as a true and correct record.*

**6. CHIEF EXECUTIVE AND STAFF REPORTS:**

- 6.1 Committee Minutes Report

**Pages 6-15**

- 6.2 Action Items Report

**Pages 16-21**

- 6.3 Income and Expenditure Report

**Pages 22-27**

- 6.4 Officers response to Notice of Motion 12 March 2019

**Pages 28-32**

- 6.5 Community Board Terms of Reference

**Pages 33-47**

6.6 Financial Assistance Report

**Pages 48-49**

**7. NOTICES OF MOTION:**

7.1 None advised

**8. CHAIRPERSON'S REPORT:**

8.1 Chair's Report

**Pages 50-64**

**9. MEMBER REPORTS (INFORMATION):**

**Minutes – 23 April 2019**

- Present:** Robyn Ramsden (Chair), Claire Bleakley, Mark Shepherd and Cr Colin Olds.
- In Attendance:** Mayor Viv Napier (from 7:25pm) and Suzanne Clark (Committee Advisor).
- Conduct of Business:** The meeting was held in Kiwi Hall, 62 Bell Street, Featherston. The meeting was conducted in public between 7:00pm and 8:55pm.
- Also in Attendance:** Indigo Freya (Featherston Dog Park Users Group, Featherston Expo, Featherston Ratepayers and Residents Association), Josje Neerincx (Organic Week Group), Cr Adrienne Staples (Greater Wellington Regional Council (GWRC)), Liz Lark and students from St Teresa's School and Martine Bijker (Featherston First Fridays).

**PUBLIC BUSINESS**

*FCB RESOLVED (FCB 2019/24)* to consider the Chairperson Report Supplementary as agenda item 8.2.

*(Moved Ramsden/Seconded Bleakley)*

Carried

**1. APOLOGIES**

*FCB RESOLVED (FCB 2019/25)* to receive apologies from Cr Ross Vickery and lateness apologies from Mayor Viv Napier.

*(Moved Ramsden/Seconded Shepherd)*

Carried

**2. CONFLICTS OF INTEREST**

Mrs Bleakley declared a conflict of interest with the financial assistance application from the Organic Week Group.

**3. PUBLIC PARTICIPATION**

3.1 Indigo Freya (Featherston Dog Park Users Group, Featherston Expo, Featherston Ratepayers and Residents Association)

Ms Freya outlined projects being undertaken by the Featherston Dog Park Users Group, Featherston Expo and the Featherston Ratepayers and Residents Association, and asked members to support the applications for financial assistance.

**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*

3.2 Josje Neerincx (Organic Week Group)

Ms Neerincx spoke about the proposed Featherston Organic Week celebration and asked members to support the application for financial assistance.

3.3 Cr Adrienne Staples (GWRC)

Cr Staples outlined GWRC's Annual Plan consultation projects that affected the Wairarapa (public transport, erosion control, water quality), noting that submissions would close on the 24 May 2019.

3.4 Liz Lark and students from St Teresa's School

Ms Lark and students from St Teresa's School presented a project for restoring Donald's Creek to encourage native fish life, and to make the area more enjoyable and environmentally friendly for the public.

3.5 Martine Bijker (Featherston First Fridays)

Ms Bijker thanked the Community Board for support and provided a recap of the Featherston First Friday's summer events.

**4. ACTIONS FROM PUBLIC PARTICIPATION**

Items 3.1 and 3.2 were deferred to agenda item 6.4 Financial Assistance.

*FCB NOTED:*

1. Action 247: Prepare a submission to the Greater Wellington Regional Council Annual Plan on behalf of the Featherston Community Board; R Ramsden
2. Action 248: Write a letter of support for the St Teresa's School Donald's Creek Project, advising how the Featherston Community Board could help them and encouraging an application for financial assistance to the Board from July 2019; J Mitchell
3. Action 249: Write to Martine Bijker and thank her and the Featherston First Friday's team for organising and running the First Friday events for the community; R Ramsden
4. Action 253: Work with St Teresa's School to see if a rubbish bin and collection service can be provided at Donald's Creek and if weed control can be undertaken once the School has undertaken planting; M Allingham

**5. COMMUNITY BOARD MINUTES**

5.1 Featherston Community Board Minutes – 12 March 2019

*FCB RESOLVED (FCB 2019/26)* that the minutes of the Featherston Community Board meeting held on 12 March 2019 be confirmed as a true and correct record subject to the correction of spelling in all instances from 'Bleakly' to 'Bleakley'.

*(Moved Ramsden/Seconded Cr Olds)*

Carried

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## 6. CHIEF EXECUTIVE AND STAFF REPORTS

### 6.1 Committee Minutes Report

Members noted that the previous Officer's Reports provided better information to members than the Committee Minutes Report and would like to see these reports reinstated.

*FCB RESOLVED (FCB 2019/27)* to receive the Committee Minutes Report.

*(Moved Ramsden/Seconded Cr Olds)* Carried

### 6.2 Action Items Report

*FCB RESOLVED (FCB 2019/28):*

1. To receive the Action Items Report.  
*(Moved Ramsden/Seconded Bleakley)* Carried
2. Action 250: Place Council officer responses to Mrs Bleakley's Notice of Motion on the June Featherston Community Board agenda; J Mitchell

### 6.3 Income and Expenditure Report

*FCB RESOLVED (FCB 2019/29):*

1. To receive the Income and Expenditure Report for the period 1 July 2018-31 March 2019.  
*(Moved Ramsden/Seconded Bleakley)* Carried
2. Action 251: Release the Civil Defence refreshments commitment and the Christmas Parade 2018 Traffic Management Plan commitment and work with Robyn Ramsden to remove unneeded commitments; J Mitchell

### 6.4 Financial Assistance

*FCB RESOLVED (FCB 2019/30):*

1. To receive the Applications for Financial Assistance Report.
2. To grant Featherston Expo Grant \$296 plus GST for advertising (payable on invoice) so an annual expo of Featherston clubs, businesses and other organisations can be provided free of charge.  
*(Moved Cr Olds/Seconded Shepherd)* Carried
3. To grant Featherston Dog Park Users Group \$500 towards the cost of one shelter for the Featherston Dog Park.  
*(Moved Bleakley/Seconded Cr Olds)* Carried
4. To grant decline the application from the Featherston Residents and Ratepayers Association.  
*(Moved Cr Olds/Seconded Shepherd)* Carried  

Claire Bleakley abstained
5. To grant the Organic Week Group \$500, payable on receipts, to help cover the costs of Featherston participating in the national organic week celebration.  
*(Moved Cr Olds/Seconded Shepherd)* Carried

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6. To decline the application from St Teresa's School.  
(*Moved Cr Olds/Seconded Ramsden*) Carried
7. To decline the application from Alzheimer's Wairarapa.  
(*Moved Ramsden/Seconded Cr Olds*) Carried
8. To grant Narida Hooper \$500, payable on receipts, to help fund the cost of a painting workshop with artist Joe Mcmenamin for ten South Wairarapa rangatahi (youth).  
(*Moved Ramsden/Seconded Shepherd*) Carried

## **7. CHAIRPERSONS REPORT**

### **7.1 Chairperson's Report**

Mrs Ramsden outlined highlights from her report and discussed preparation and approval of the Community Board annual plan submission with members.

*FCB RESOLVED (FCB 2019/31):*

1. To receive the Chairpersons report.
2. That the Featherston Community Board thank the organisers of Relay for Life Wairarapa on their successful event.  
(*Moved Ramsden/Seconded Cr Olds*) Carried
3. That the Annual Plan 19/20 submission is agreed to over email (providing those emails and any versions are made public as an attachment) which is then ratified at the next ordinary Board meeting, 4 June 2019.  
(*Moved Ramsden/Seconded Bleakley*) Carried
4. Action 252: Follow-up when information on the local government elections protocol for sitting elected members will be provided; R Ramsden

### **7.2 Chairperson's Report Supplementary**

*FCB RESOLVED (FCB 2019/32):*

1. To receive the Chairpersons report.  
(*Moved Ramsden/Seconded Cr Olds*) Carried
2. That the expenditure payment dated 30/11/2018 AP OneSource Limit FCB prep for flags work \$195.00 to the Beautification fund.
3. That the expenditure payment dated 20/12/2018 AP OneSource Limit Xmas Flags-Featherston \$1,555.00 to the Beautification fund.
4. That the expenditure payment dated 14/02/2018 AP Gallaway C FCB grant develop and present art work \$200.00 to the Beautification fund.
5. To release from commitments the remaining \$890 set aside for Flags that was not spent.

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*(Moved Cr Olds/Seconded Bleakley)*

Carried

**8. MEMBER REPORTS (INFORMATION)**

There were no member reports.

**9. CORRESPONDENCE**

9.1 Outwards

To Lee Mauger, Martinborough Dark Sky Society, from Featherston Community Board, dated 10 April 2019

To Jamie Jacobs, Heritage NZ, from Featherston Community Board, dated 10 April 2019

To Leigh Hay, Chair of the SWDC Logo and Branding Working Party, from Featherston Community Board, dated 4 April 2019

*FCB RESOLVED (FCB 2019/33)* to approve the outwards correspondence.

*(Moved Ramsden/Seconded Cr Olds)*

Carried

**Confirmed as a true and correct record**

.....Chairperson

.....Date

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# FEATHERSTON COMMUNITY BOARD

4 JUNE 2019

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## AGENDA ITEM 6.1

### COMMITTEE MINUTES REPORT

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#### **Purpose of Report**

To present community boards and the Māori Standing Committee with minutes from Council committees.

#### **Recommendations**

Officers recommend that the Community Board/Committee:

1. *Receive the Committee Minutes Report*

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

Minutes from the Assets and Services Committee, Planning and Regulatory Committee and the Finance, Audit and Risk Committee are presented to the community boards and Māori Standing Committee for information.

Reporting processes for the new committee structure have been streamlined. Group manager reports will no longer be presented to Council and then distributed to community boards and the Māori Standing Committee.

The Infrastructure and Services Report will go to the Assets and Services Committee and the Planning and Environment Report will go to the Planning and Regulatory Committee. Sections of the CEO Report will now go to the Finance, Audit and Risk Committee.

The minutes of these committee meetings will be provided to community boards and the Māori Standing Committee for information. All original group reports to committees will be available on Council's website.

The minutes from the 57 Fitzherbert Street Featherston Sub-Committee will also be provided to the Featherston Community Board.

#### **2. Appendices**

- Appendix 1 - Assets and Services Committee minutes 1 May 2019
- Planning and Regulatory Committee minutes 1 May 2019
- 57 Fitzherbert Street, Featherston Sub-Committee minutes 1 May 2019

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Jennie Mitchell, Acting Chief Executive

# **Appendix 1**

- **Assets and Services Committee minutes 1 May 2019**
- **Planning and Regulatory Committee minutes 1 May 2019**
- **57 Fitzherbert Street, Featherston Sub-Committee minutes 1 May 2019**



## ASSETS AND SERVICES COMMITTEE MINUTES

**1 May 2019**

- Present:** Cr Brian Jephson (Chair), Cr Pam Colenso, Cr Colin Olds, Cr Mike Gray, Lisa Cornelissen, Robyn Ramsden, Leigh Hay and Mayor Viv Napier.
- In Attendance:** Jennie Mitchell (Acting Chief Executive), Mark Allingham (Group Manager Infrastructure and Services), Lawrence Stephenson (Assets and Operations Manager, Suzanne Clark (Committee Advisor) and Angela Williams (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 12:56pm.

### Open Section

**A1. Apologies**

*ASSETS AND SERVICES RESOLVED (AS2019/05)* to accept apologies from Cr Lee Carter and Cr Colin Wright.

*(Moved Cr Olds/Seconded Cr Colenso)*

Carried

**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.

**A6. Minutes for Confirmation**

*ASSETS AND SERVICES RESOLVED (AS2019/06)* that the minutes of the Assets and Services Committee meeting held on 20 March 2019 are a true and correct record.

*(Moved Ramsden/Seconded Cr Gray)*

Carried

Matters arising – Membership of the Water Race Subcommittee. Further discussion to be held on methodology and selection process with Cr Olds and Cr Gray in consultation with officers.

**A7. Notices of Motion**

There were no notices of motion.

**B Information and Verbal Reports from Chief Executive and Staff**

**B1. Infrastructure and Group Services Report**

Members agreed that with the new meeting structure that items pertaining to the Infrastructure and Services Group be moved from the Council Action Register to this forum going forward.

Members discussed governance and report of the new roading contract, the wheelie bin rollout, the Wairarapa Moana Governance Group, WREMO and the Lifelines Project, the Greytown Wastewater Project, that the Five Towns Trails Trust need to apply for grant funding to fund the coordinator, the status of the second Cotter Street survey results, staffing attendance at meetings, the status of the Featherston Library expansion scoping project, NZTA and their ownership of Featherston stormwater repairs on State Highways, and the Martinborough water situation with Council officers.

Ms Mitchell briefed members on matters relating to the Featherston Wastewater Project and consent hearing scheduled for the 27 May 2019.

Members commended Council officers for their professional behaviour in dealing with the public during current issues.

*ASSETS AND SERVICES RESOLVED (AS2019/07):*

1. To receive the Infrastructure and Group Services Report.  
*(Moved Cr Hay/Seconded Cr Jephson)* Carried
2. Action 226: When available, forward the Cotter Street survey results to the Greytown Community Board; M Allingham
3. Action 227: Forward the WREMO quarterly report to the Assets and Services Committee; Mayor Napier

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)



**1 May 2019**

- Present:** Councillor Colin Olds (Chair), Brian Jephson, Pip Maynard, Ross Vickery, Lisa Cornelissen, Leigh Hay, Robyn Ramsden and Mayor Viv Napier (from 9:06am).
- In Attendance:** Russell O’Leary (Group Manager Planning and Environment), Russell Hooper (Planning 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 9:00am and 10:39am.
- Also in Attendance:** Councillor Pam Colenso, Cr Adrienne Staples (Greater Wellington Regional Council (GWRC)).

## **Open Section**

### **A1. Apologies**

*PLANNING AND REGULATORY RESOLVED (PR2019/02)* to accept apologies from Cr Lee Carter and Cr Colin Wright.

*(Moved Cr Jephson/Seconded Cr Hay)*

Carried

### **A2. Conflicts of Interest**

There were no conflicts of interest declared.

### **A3. Public Participation**

Cr Adrienne Staples, introduced the GWRC draft Annual Plan consultation document and outlined key initiatives that would affect Wairarapa residents (e.g. public transport, rail upgrades, climate change work, pest control, Wellington Regional Erosion Control Initiative (WRECI), Let’s Get Wellington Moving and the Te Kāuru Plan.

### **A4. Actions from Public Participation**

*PLANNING AND REGULATORY NOTED:*

1. Action 231: On behalf of SWDC make a submission to the GWRC Annual Plan (closing date 24 May 2019); Russell O’Leary

### **A5. Extraordinary Business**

There was no extraordinary business.

**A6. Minutes for Confirmation**

*PLANNING AND REGULATORY RESOLVED (PR2019/03)* that the minutes of the Planning and Regulatory Committee held on the 20 March 2019 are a true and correct record.

*(Moved Cornelissen/Seconded Hay)*

Carried

**A7. Notices of motion**

There were no notices of motion.

**B Information and Verbal Reports from Planning and Environment Group Manager and Staff**

**B1. Planning and Environment Group Report**

Mr O’Leary elaborated on topics as presented in the report and answered members queries on spatial planning, Martinborough south grown area, the Wairarapa Combined District Plan Review timeframes, not registering or removing notable trees from the District Plan, expected timing for the Greytown Orchards subdivision and status of other Greytown developments, the status of the Featherston Brookside development, sponsorship signage at Council owned amenities, the status and potential for a new joint dog pound with Carterton District Council and dog control education levels of service.

Mr O’Leary tabled building consents data for the past two years.

*PLANNING AND REGULATORY RESOLVED (PR2019/04):*

1. To receive the Planning and Environment Group Report.  
*(Moved Cr Olds/Seconded Cr Jephson)* Carried
2. Action 232: Resend the email advising councillors of the Martinborough south resident’s consultation and forward relevant material to all councillors; Russell O’Leary
3. Action 233: Provide information to the Committee on why the dog education level of service has gone from three education visits to one education visit per year; Russell O’Leary

**B2. Carkeek Observatory**

The Committee discussed options for protecting the Carkeek Observatory (noting the practical aspect of restoration and maintenance) and recognising the historical value of the Carkeek Observatory by story-telling methods.

*PLANNING AND REGULATORY NOTED:*

1. Action 234: Provide information to the P&R Committee on the current protected status, condition and exact GPS location of the Carkeek Observatory; Russell O’Leary

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)



## 57 FITZHERBERT STREET, FEATHERSTON SUBCOMMITTEE

### MINUTES 1 May 2019

- Present:** Councillors Ross Vickery, Colin Olds, and Robyn Ramsden (Featherston Community Board Chair)
- In Attendance:** Jennie Mitchell (Acting Chief Executive Officer), Bryce Neems (Amenities Manager), Suzanne Clark (Committee Advisor) and Angela Williams (Committee Advisor).
- Conduct of Business:** The meeting was held in the old Council Chambers, 19 Kitchener Street, Martinborough and was conducted in public between 2:00pm and 2:55pm.

#### Open Section

Ms Mitchell assumed the chair.

**A1. Apologies**

*FSC RESOLVED (FSS2019/01) to accept apologies from Cr Lee Carter.  
(Moved Cr Olds/Seconded Ramsden)*

Carried

**A2. Conflicts of Interest**

There were no conflicts of interest declared.

Cr Vickery declared what could be a perceived conflict of interest due to his spouse's business interests, however he did not believe he had a conflict of interest.

**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. Notices of Motion**

There were no notices of motion.

## B Decision Reports

### B1. Sale of the Commercial Property Situated at 57-61 Fitzherbert Street, Featherston Report

*FSC RESOLVED (FSS2019/02)* to appoint Mrs Ramsden to the position of Chair of the 57 Fitzherbert Street, Featherston Subcommittee.

*(Moved Cr Vickery/Seconded Olds)*

Carried

Mrs Ramsden assumed the Chair.

The Subcommittee noted:

- The 57-61 Fitzherbert Street, Featherston property was in the final stages of having the easement recorded on the title, and then lodged with Land Information NZ.
- The Amenities Manager would start the process of appointing a real estate agent, agreeing a marketing budget, and getting tender documents prepared.
- The Amenities Manager would seek advice from the real estate agent on the property being offered for sale back to Council on a right of first refusal basis.
- The Subcommittee would be updated on progress via email, with the expectation of meeting again once the tender process closed.
- When considering the tenders, the Subcommittee would not open financials until the non-financials had been weighed, balanced and marked.

*57 FITZHERBERT STREET, FEATHERSTON RESOLVED (FSS2019/03):*

1. To receive the Sale of the Commercial Property Situated at 57 Fitzherbert Street, Featherston Report.

*(Moved Cr Olds/Seconded Cr Vickery)*

Carried

2. To recommend to Council that the Terms of Reference as set out in Appendix 2 be approved subject to amendments as discussed.
3. That the tender process as described below be approved.
  - a. Open tender, being the most transparent and a good method to help establish market value.
  - b. QV valuation will be used if compliant with the Acquisition and Disposal of Land and Buildings Policy.
  - c. Tenders will be required to address the non-financial considerations as outlined in the report.
  - d. Consideration of tenders will involve both the price and the non-financial considerations.
  - e. Tenders will be initially evaluated and ranked on non-financial considerations. This ranking will then be compared with the prices offered.
  - f. Tender scoring less than 35% in the non-financial considerations will be excluded from the process.
  - g. The highest financial offer will not necessarily be accepted.

- h. The successful tender (if any) will be that which provides the best value proposition for the district, accounting for financial and non-financial considerations. Council and tenderers will be advised of the outcome, showing the range in the non-financial considerations, and in the price, together with the name of the successful tenderer.
  - i. A sole real estate agent will be engaged.
- (Moved Cr Olds/Seconded Cr Vickery)* Carried

**Confirmed as a true and correct record**

.....(Chair)

.....(Date)

# FEATHERSTON COMMUNITY BOARD

4 JUNE 2019

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## AGENDA ITEM 6.2

### ACTION ITEMS REPORT

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#### **Purpose of Report**

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

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

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

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

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

#### **2. Appendices**

Appendix 1 - Action Items to 4 June 2019

Contact Officer: Angela Williams, Committee Advisor

Reviewed By: Jennie Mitchell, Acting Chief Executive

# **Appendix 1 – Action Items to 4 June 2019**

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
654	9-Oct-18	Action	Russell	Forward a copy of the responses sent to Mr Famularo regarding outcomes of the investigation into the threat of flooding to properties in Featherston between Fitzherbert Street, Harrison Street East and Boundary Road to Featherston Community Board members	Actioned	4/2/19: Update on responses sent to FCB chair. 22/5/19: Response sent to all members of FCB.
793	20-Nov-18	Action	Robyn Ramsden	Develop a flag hanging, booking and use policy for Featherston	Actioned	23/4/19: The Amenities Manager has advised he is not in favour of amending the policy as it covers three towns.
137	12-Mar-19	Action	Mark	Forward the Featherston Community Board a list of Council owned amenities	Actioned	Actioned and sent to FCB Chair
153	14-Mar-19	Action	Mark	Request a Featherston specific amendment to the Street Flags and Banners Policy and seek direction from the Amenities Manager on the Street Flag policy	Actioned	Advised Featherston Chair my recommendation
243	23-Apr-19	Resolution	Jennie	FCB RESOLVED (FCB 2019/30): 1. To receive the Applications for Financial Assistance Report. 2. To grant Featherston Expo Grant \$296 plus GST for advertising (payable on invoice) so an annual expo of Featherston clubs, businesses and other organisations can be provided free of charge. (Moved Cr Olds/Seconded Shepherd) Carried 3. To grant Featherston Dog Park Users Group \$500 towards the cost of one shelter for the Featherston Dog Park. (Moved Bleakley/Seconded Cr Olds) Carried 4. To grant decline the application from the Featherston Residents and Ratepayers Association. (Moved Cr Olds/Seconded Shepherd) Carried Claire Bleakley abstained 5. To grant the Organic Week Group \$500, payable on receipts, to help cover the costs of Featherston participating in the national organic week celebration. (Moved Cr Olds/Seconded Shepherd) Carried 6. To decline the application from St Teresa's School. (Moved Cr Olds/Seconded Ramsden) Carried 7. To decline the application from Alzheimer's	Actioned	17/5/19: All advised and shown as commitments in the I & E report.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Wairarapa. (Moved Ramsden/Seconded Cr Olds) Carried 8. To grant Narida Hooper \$500, payable on receipts, to help fund the cost of a painting workshop with artist Joe Mcmenamin for ten South Wairarapa rangatahi (youth). (Moved Ramsden/Seconded Shepherd) Carried		
245	23-Apr-19	Resolution	Jennie	FCB RESOLVED (FCB 2019/32): 1. To receive the Chairpersons report. (Moved Ramsden/Seconded Cr Olds) Carried 2. That the expenditure payment dated 30/11/2018 AP OneSource Limit FCB prep for flags work \$195.00 to the Beautification fund. 3. That the expenditure payment dated 20/12/2018 AP OneSource Limit Xmas Flags-Featherston \$1,555.00 to the Beautification fund. 4. That the expenditure payment dated 14/02/2018 AP Gallaway C FCB grant develop and present art work \$200.00 to the Beautification fund. 5. To release from commitments the remaining \$890 set aside for Flags that was not spent. (Moved Cr Olds/Seconded Bleakley) Carried	Actioned	
250	23-Apr-19	Action	Jennie	Place Council officer responses to Mrs Bleakley's Notice of Motion on the June Featherston Community Board agenda	Actioned	On agenda for 4 May
251	23-Apr-19	Action	Jennie	Release the Civil Defence refreshments commitment and the Christmas Parade 2018 Traffic Management Plan commitment and work with Robyn Ramsden to remove unneeded commitments	Actioned	
132	14-Mar-17	Action	FCB	Submit a list of approved road names to Council	Open	13/3/18: FCB to ask public for suggestions 11/5/18: Roybn was to followup the process for nominating Maori road names with the Planning team and MSC chair. 20/11/18: Members agreed that a final attempt to get suitable names for new roads be sought from the public by a Facebook post, closing in time for consideration at the January 2019 meeting 12/3/19: Members agreed to park this for attention by the new FCB.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
310	6-Jun-17	Action	Robyn Ramsden	As part of Featherston 2033 workshop discussions, identify an ideal public safety solution which includes convenience to bus stops, pedestrian crossings on State Highway 2 and speed limits and provide recommendations to Council officers so dialogue with NZTA can be undertaken	Open	29/10/18: hold over looking at this strategy till the Spatial plan work begins. This way it can be looked at holistically as part of the spatial plan, if it is relevant to that and to our town now. 12/3/19: Work bundled with Spatial Plan delivery
688	21-Nov-17	Action	Robyn Ramsden	Forward Paul Crimp a copy of the Wairarapa Library Service Working Group letter sent to social service providers so a letter can also be sent by Council	Open	
486	17-Jul-18	Action	Russell	Itemise outstanding items from the Featherston 2033 plan that will not be picked up by the proposal to divert traffic through Featherston	Open	Item on hold until spatial plan
489	17-Jul-18	Action	FCB	Determine a mechanism for consulting with the community on renaming the Featherston Town Square	Open	12/3/19: to discuss at next workshop
794	20-Nov-18	Action	Robyn Ramsden	Bring together all information on possible student representation, including seeking input from other community board chairs, Alan Maxwell and Kuranui College, and present findings to the Board	Open	12/3/19: Parked for new FCB to consider
134	12-Mar-19	Action	Mark	Council officers are to note the location of the Carkeek observatory and its value as a heritage site, and advise the Featherston Community Board how the site will be managed under the current wastewater proposal	Action	1/5/19: Discussed at 1 May Planning & Regulatory meeting. Further information to be provided.
135	12-Mar-19	Action	Jennie	Consider publicly releasing all LGOIMA requests and answers	Open	
244	23-Apr-19	Resolution	Robyn Ramsden	FCB RESOLVED (FCB 2019/31): 1. To receive the Chairpersons report. 2. That the Featherston Community Board thank the organisers of Relay for Life Wairarapa on their successful event. (Moved Ramsden/Seconded Cr Olds) Carried 3. That the Annual Plan 19/20 submission is agreed to over email (providing those emails and any versions are made public as an attachment) which is then ratified at the next ordinary Board meeting, 4 June 2019. (Moved Ramsden/Seconded Bleakley) Carried	Open	8/5/19: FCB AP submitted.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
247	23-Apr-19	Action	Robyn Ramsden	Prepare a submission to the Greater Wellington Regional Council Annual Plan on behalf of the Featherston Community Board	Open	
248	23-Apr-19	Action	Jennie	Write a letter of support for the St Teresa's School Donald's Creek Project, advising how the Featherston Community Board could help them and encouraging an application for financial assistance to the Board from July 2019	Open	
249	23-Apr-19	Action	Robyn Ramsden	Write to Martine Bijker and thank her and the Featherston First Friday's team for organising and running the First Friday events for the community	Open	
252	23-Apr-19	Action	Robyn Ramsden	Follow-up when information on the local government elections protocol for sitting elected members will be provided	Open	
253	23-Apr-19	Action	Mark	Work with St Teresa's School to see if a rubbish bin and collection service can be provided at Donald's Creek and if weed control can be undertaken once the School has undertaken planting	Open	

# FEATHERSTON COMMUNITY BOARD

4 JUNE 2019

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## AGENDA ITEM 6.3

### INCOME AND EXPENDITURE STATEMENTS

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#### **Purpose of Report**

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

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Income and Expenditure Report for the period 1 July 2018 – 30 April 2019.*

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

The Income and Expenditure Statement for 1 July 2018 – 30 June 2018 is attached in Appendix 1. The Income and Expenditure Statement for 1 July 2018 – 30 April 2019 is attached in Appendix 2.

The Chair may ask Council officers for comment and all members may ask the Council officers for clarification and information through the Chair.

#### **2. Appendices**

Appendix 1 - Income and Expenditure Report for the period 1 July 2017 – 30 June 2018

Appendix 2 - Income and Expenditure Report for the period 1 July 2018 – 30 April 2019

Contact Officer: Angela Williams, Committee Advisor

Reviewed By: Jennie Mitchell, Acting Chief Executive

**Appendix 1 - Income and  
Expenditure Report for the  
period 1 July 2017 – 30 June  
2018**

<b>Featherston Community Board</b>		
<b>Income &amp; Expenditure For the year ended 30 June 2018</b>		
<b>INCOME</b>		
Balance 1 July 2017		7,606.84
Annual Plan 2017/18		26,868.00
<b>TOTAL INCOME</b>		<b>34,474.84</b>
<b>EXPENDITURE</b>		
Members salaries		15,748.00
Mileage reimbursements		1,057.70
<b>Total Personnel Costs</b>		<b>15,748.00</b>
AP Spark Fsn Info Centre Jul/Aug 17		99.89
AP Featherston Inf Petty cash Feb-July 2017		85.40
AP Spark Fsn info centre - Aug 17		99.98
correct coding info centre morning tea colin olds		43.48
AP Local Governmen Annual CBD levy 2017/18		216.66
AP Spark Fsn info centre August charges		99.73
AP OfficeMax New Z Stationery etc		19.30
AP Spark Fsn info centre		24.04
AP Power Services Erect Xmas flags - Featherston		240.00
AP Spark Fsn information centre		158.51
AP Signage Service GL jnl correction		376.80
AP Power Services Take down Christmas banners Fsn		199.00
AP Spark Fsn information centre		53.23
AP Spark Featherston Information Centre		53.25
corr coding spark info centre		53.58
FCB Comm of the Year Ramsden Bleakly		350.00
AP Spark Fsn Info Centre April/May 2018		53.65
AP Lamb-Peters Pri FCB - 500 "Poppy Places" flyers A4		145.00
AP Featherston Men Supply/make frames for Poppy Places		150.00
AP The Featherston Tin, Bell Tea (Poppy Places)		82.00
AP Spark Fsn Information Centre - May 2018		53.83
AP Featherston Lio Afternoon tea supplied at Community Meet		500.00
AP Lamb-Peters Pri Greeting cards (thanks Poppy Places)		44.00
AP Lamb-Peters Pri Fsn Community board flyers, posters		223.00
AP Spark Spark charges May/June		54.62
<b>Total General Expenses</b>		<b>3,478.95</b>
AP Cross Creek Rai FCB grant costs two new motors for locom		300.00
AP KittyCat Rehome Kitycat rehoming - Wairarapa FCB grant to create new we		300.00
AP Wairarapa Reap Contributions to White Ribbon Ride 2017		300.00
AP Featherston Fir FCB Grant Music/creative events grant		500.00
AP Muay Thai C FCB grant reduced/free trng children in		500.00
AP Fell Locomotive FCB grant upgrade safety barriers		500.00
AP Featherston Com FCB grant running costs for Centre		500.00
SCRS NOVEMBER AP Featherston Com FCB grant running costs for Centre		500.00
AP Richmond Funera 2 x Bonze plaques for park benches		565.22
AP Fulton Hogan Fsn Xmas parade - diversions/detours		1,161.08
AP Wairarapa Reap FCB Grant 17/18 Fsn School Writers		500.00
AP Featherston Boo FCB Grant - running costs Booktown event		500.00
AP Featherston Mai FCB Grant-gabion plant boxes Main St		500.00
AP Featherston Toy Grant for new toys for toy library		500.00
AP Featherston Sch Costs to change logo & visual identifica		575.00
<b>Total Grants</b>		<b>7,701.30</b>
<b>TOTAL EXPENDITURE</b>		<b>26,928.25</b>
<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>		<b>7,546.59</b>
<b>BALANCE TO CARRY FORWARD</b>		<b>7,546.59</b>

**Appendix 1 - Income and  
Expenditure Report for the  
period 1 July 2018 – 30 April  
2019**

**Featherston Community Board**  
**Income & Expenditure For the Period Ended 30 APRIL 2019**

	<b>INCOME</b>	
	Balance 1 July 2018	7,546.59
	Annual Plan 2018/19	27,639.00
	<b>TOTAL INCOME</b>	<b>35,185.59</b>
	<b>EXPENDITURE</b>	
	Members salaries	13,290.70
	Mileage reimbursements	644.87
	<b>Total Personnel Costs</b>	<b>13,935.57</b>
23/08/2018	AP Local Governmen CBEC levy for 2018/19	216.66
29/08/2018	Refreshments for CD exercise	48.48
29/08/2018	Meet the candidates expenditure	31.25
30/06/2018	AP Walker - delivery of flyers for CD Exercise	21.74
25/09/2018	AP Printcraft Ramsden & West business cards	210.00
17/10/2018	Lime Path Garden of remembrance - Funded by Chor Farmer donation	205.53
24/10/2018	AP OfficeMax New Z Stationery and supplies	6.59
10/11/2018	Tree Top flower wreath - Lest We Forget	110.00
15/02/2019	AP NZ Community Bo CB conference 2019 M Shepherd	656.52
12/03/2019	AP Lamb-Peters Pri Meet the candidates flyers	190.00
13/12/2019	AP Traffic Managem Fsn Xmas parade L1 traffic mgmnt	1,662.49
31/10/2019	AP Lamb-Peters Pri Featherston Xmas Parade	75.00
	<b>Total General Expenses</b>	<b>3,434.26</b>
1/07/2018	AP Traffic Safe Ne Fsn Xmas Parade 10/12/16 traffic managem	1,048.00
3/07/2018	AP Featherston Her FCB grant-towards hosting Chor Farmer	500.00
24/07/2018	AP Maths Wairarapa FCB grant costs for schools maths compet	300.00
31/07/2018	AP Featherston Ass FCB grant - Friday Club	500.00
22/11/2018	AP Cross Creek Rai FCB grant trailer to transport fell eng	1,000.00
0/01/1900	AP Featherston Fir FCB Grant 2018 outdoor summer events	500.00
4/12/2018	AP Featherston Com Financial assist mtc carpark to fix floo	500.00
12/12/2018	AP South Wairarapa St Johns grant - Sports Equipment for P	500.00
20/12/2018	GL corr FCB Grant to Fstn Info Ctre Operating exp	500.00
14/01/2019	AP Pae Tu Mokai O FCB grant for exp logo & kapa haka group	500.00
30/01/2019	AP C Athletics Fea FCB grant Childrens triathlon Feb 19	500.00
19/03/2019	Wairarapa Rape & Sexual Abuse Collective Inc	200.00
	<b>Total Grants</b>	<b>6,548.00</b>
	<b>TOTAL EXPENDITURE</b>	<b>23,917.83</b>
	<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>11,267.76</b>
	<b>LESS: COMMITMENTS</b>	
	Salaries to 30 June 2019	2,894.30
	Mileage to 30 June 2019	-144.87
	Poppy Places Project	79.00
	Meet the candidates meeting advertising etc. \$300	78.75
	Mark Shepherd to attend Com Boards Conference up to \$2200	1,543.48
	St Johns South Wairarapa Anglican Parish to cover costs of food for youth program	500.00
	Featherston Junior Football Club - equipmt & coaching in fstn schools	500.00
	Featherston Expo for advertising	296.00
	Featherston Dog Park Users Group - shelter	500.00
	Organic Week Group - payable on receipts	500.00
	Narida Hooper - Rangatahi Painting workshop w. Joe Mcmenamin - Pay on receipts	500.00
	<b>Total Commitments</b>	<b>7,246.66</b>
	<b>BALANCE TO CARRY FORWARD</b>	<b>4,021.10</b>

<b>Featherston Community Board</b>		
<b>Beautification fund For the Period Ended 30 APRIL 2019</b>		
	Balance 1 July 2018	49,980.00
	Annual Plan 2018/19	10,710.00
	<b>TOTAL INCOME</b>	<b>60,690.00</b>
25/10/2018	AP Featherston Cam Fsn camp sculpture grant(roll over from	45,000.00
14/12/2018	AP Souness Develop Ref P O 34065 Flagtrax, bracket, dia pole	6,125.00
21/05/2019	FCB GL Corr OneSource Limit flag prep 30/11/18	195.00
21/05/2019	FCB GL Corr OneSource Xmas flags 20/12/18	1,555.00
21/05/2019	FCB GL Corr C Gallaway develop/present artwork 14/02/19	200.00
	<b>Total Beautification</b>	<b>53,075.00</b>
	<b>TOTAL EXPENDITURE</b>	<b>53,075.00</b>
	<b>ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE</b>	<b>7,615.00</b>
	<u>LESS: COMMITMENTS</u>	
	Street Banner brackets half of estimated costs \$13,500	625.00
	<b>Total Commitments</b>	<b>625.00</b>
	<b>BALANCE TO CARRY FORWARD</b>	<b>6,990.00</b>

# FEATHERSTON COMMUNITY BOARD

4 JUNE 2019

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## AGENDA ITEM 6.4

### NOTICE OF MOTION RESPONSE FROM SWDC – FEATHERSTON WASTEWATER TREATMENT PLANT

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#### **Purpose of Report**

To formally present Council officer responses to Claire Bleakley's Featherston Wastewater Treatment Plant Notice of Motions.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Notice of Motion Response from SWDC – Featherston Wastewater Treatment Plant Report.*

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

Council officer's responses to the Featherston Wastewater Treatment Plant Notices of Motion, as passed at the Featherston Community Board meeting of the 12 March 2019, were provided to the Featherston Community Board as a tabled action item at the 23 April 2019 meeting. The Community Board requested that these responses were provided in a report format to the Board at the 4 June 2019 meeting.

The questions and responses are attached as Appendix 1.

#### **2. Appendices**

Appendix 1 – Council officer responses to FWWTP Notice of Motions

Contact Officer: Mark Allingham, Group Manager, Infrastructure and Services

Reviewed By: Jennie Mitchell, Acting Chief Executive

# **Appendix 1 – Council officer responses to FWWTP Notice of Motions**

# NOTICE OF MOTION RESPONSE FROM SWDC

## Featherston Wastewater Treatment Plan (FWWTP)

1. Ask the SWDC to report to the FCB what process the Featherston Wastewater Treatment Plant (FWWTP) consent went through regarding

- a. Who was responsible for the delegation of the 35-year FWWTP, submitted February 2018, conditions to Mott McDonald

*By delegation we think you mean preparation. By February 2018 we think you mean May 2018.*

*Paul Crimp CEO, Lawrence Stephenson, Mark Allingham, Mott McDonald, Phillip Milne and other consultants.*

- b. Who was responsible for the delegation of the 5-year FWWTP, submitted February 2018, conditions to Mott MacDonald

*Refer 2a response for Short term consent.*

- c. What oversight was conducted into the accuracy of the reports by the SWDC?

*Reviewed by all parties listed above in 2a.*

- d. Who in the SWDC did the monitoring of the final 35- and 5-years application documents?

*Paul Crimp CEO, Lawrence Stephenson, Mark Allingham.*

- e. What was the business case?

*The submission was the business case to allow us to continue to discharge treated wastewater as the current consent expired in 2012.*

- f. Who is accountable for the whole process?

*SWDC CEO.*

- g. What are the accountability guidelines that have been followed?

*Long term plans and annual plans, asset management plans for wastewater and infrastructure strategy and draft strategic wastewater to land plan.*

2. Provide a comprehensive breakdown of the costs to date of the Featherston Wastewater project.

- a. The cost of the FWWTP 35-year consent application in February 2018 including the costs of lodging the application to GWRC, costs incurred by Mott McDonald and experts?

*In total, \$1.3 million has been spent since the 2015 financial year on this project to 31 March 2019. This excludes the cost of the FTN golf club land.*

- b. The full cost of the Hodder land and all fees incurred by lawyers and any third party?

*\$4.40 million.*

- c. *The full cost of the Golf course including lawyers and any third-party costs?*  
*\$1.08 million.*
- d. *The full costs of the new 5-year consent plan including the costs of Mott MacDonald to write and submit the plan; the GW resource consent costs and any expected costs incurred whilst re writing and re lodging the application?*  
*5 year consent to date: \$11,200.*

## Featherston Wastewater Treatment Plan II(FWWTP)

1. Ask the SWDC to report to the FCB what process the 5-year Featherston Wastewater Treatment Plant (FWWTP) consent went through regarding

- a. Who was responsible for the delegation of the 5-year FWWTP, submitted December 14 2018?

*By delegation we think you mean preparation.*

*Paul Crimp CEO, Lawrence Stephenson, Mark Allingham, Mott MacDonald, Phillip Milne and other consultants.*

- b. Why were Mott McDonald not the contracted to write the report?

*Mott McDonald were involved but this is more a specialty area for LEI.*

- c. The full costs of the new 5-year consent plan including the costs of Low Environmental Impact (LEI) to write and submit the plan;

*\$11,200 to date.*

- d. Why did the council change to Low Environmental Impact (LEI) to change the report?

*Council received input from Mott MacDonald and LEI throughout the process.*

- e. What oversight was conducted into the accuracy of the reports by the SWDC?

*Paul Crimp CEO, Lawrence Stephenson, Mark Allingham, Mott MacDonald, Phillip Milne and other consultants.*

- f. What were the unauthorised additions made to the 5-year application documents?

*The report was released prior to receiving LEI approval. This approval process was unknown to officers; hence they did not request it. We now know we need to do this in future.*

- g. Who will be responsible for the resubmission of the 5-year consent and will the public have input to it?

*LEI will be responsible. This is likely to be a non-notified submission. All affected parties will be advised.*

- h. What are the accountability guidelines that will be taken??

*Long term plans and annual plans, asset management plans for wastewater and infrastructure strategy and draft strategic wastewater to land plan.*

# FEATHERSTON COMMUNITY BOARD

4 JUNE 2019

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## AGENDA ITEM 6.5

### COMMUNITY BOARD TERMS OF REFERENCE

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#### **Purpose of Report**

For the community board to review the amended terms of reference, provide feedback on the document, and to consider recommending its adoption to Council.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Community Board Terms of Reference Report.*
2. *Provide feedback on the Community Board Terms of Reference.*
3. *Recommend that Council adopt the Terms of Reference.*

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

A Community Board Working Party was created by Council '*to review the Community Board Terms of Reference document, including specific delegations.*'

The Working Party and Council officers have reviewed the Terms of Reference and recommended changes are shown as tracked changes in the document attached in Appendix 1.

The Local Government Act 2002 outlines the specific role of community boards, this has been replicated to the terms of reference.

#### **2. Conclusion**

It is proposed that the next steps are:

- To provide on the proposed Community Board Terms of Reference
- Recommend that the Council adopt the Terms of Reference with any amendments as suggested.
- Council adopt the Terms of Reference on the 26 June 2019.

### **3. Appendices**

Appendix 1 – Community Board Terms of Reference

Contact Officer: Suzanne Clark, Committee Advisor

Reviewed By: Jennie Mitchell, Acting Chief Executive

# **Appendix 1 – Community Board Terms of Reference**

# TERMS OF REFERENCE FOR SOUTH WAIRARAPA DISTRICT COUNCIL COMMUNITY BOARDS

## 1. Purpose

To outline the roles, responsibilities, and expectations for the South Wairarapa District ~~c~~Community ~~b~~Boards.

## ~~2.~~ Applies To

~~All South Wairarapa District Community Boards.~~

## ~~4.1.~~ Definition of a Community

~~Each Community Board represents their corresponding ward. This includes the town and the rural area within that ward. A map of the ward boundaries is included as Appendix One.~~

## ~~6.2.~~ Overview

Community Boards provide an important conduit between the Council and the community. To do this they must engage with their communities of interest and put in place mechanisms and protocols to ensure the regular exchange of information with the Council and the broader community.

Community ~~boards~~ ~~b~~Boards can help set the strategic direction for their communities. They provide core local ~~representative~~ ~~representation~~ and work in partnership with the community.

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One of the key differences between the Council and a ~~c~~Community ~~b~~Board is that a ~~c~~Community ~~b~~Board advocates for its specific community while the Council must balance the needs of and make decisions in the interest of the whole district.

Community ~~b~~Board members are elected under the Local Electoral Act ~~2001~~, ~~or~~ ~~2001~~ or appointed by the local authority under that same Act. A ~~c~~Community ~~b~~Board is not a committee of the relevant territorial authority.

## 2.1 Definition of a Community

Each ~~c~~Community ~~b~~Board represents their corresponding ward. This includes the town and the rural area within that ward. A map of the ward boundaries is included as Appendix One.

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## **2.2 Working with Community Groups**

There are many people who are interested in the Council reserves and amenities in their area. These people often want to form or be part of community groups to provide ideas and do work on those assets. Community bBoards play an important role in identifying how a community group can best contribute to the management of a reserve and amenity. Suggestions on working with community groups are in Appendix Three.

## **7.3. Role**

The purpose of local government is to promote the social, economic, environmental, and cultural well-being of communities, in the present and for the future. Community bBoards are a key component of local government in the South Wairarapa and have a role in contributing to and supporting that purpose. Community bBoards are also a way for local government to help achieve its other purpose which is to enable democratic local decision-making and action by, and on behalf of, communities.

The specific role of a ~~community c~~Community bBboard as outlined in the Local Government Act Pt 4, 52 a to f is to:

- represent, and act as an advocate for, the interests of its community; and
- consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- maintain an overview of services provided by the territorial authority within the community; and
- prepare an annual submission to the territorial authority for expenditure within the community; and
- communicate with community organisations and special interest groups within the community; and
- undertake any other responsibilities that are delegated to it by the territorial authority.

In addition to this, South Wairarapa ~~c~~Community bBboards have ~~identified that they can~~ have a role to play in civil defence ~~emergency emergencies~~management (refer ~~-~~Appendix 2 point 8).

## **4. Delegationsed Responsibilities**

South Wairarapa ~~c~~Community Bboeards have the following delegations:

- All matters relating to urban reserves, urban amenities and town main streets that meet current Council policy or management plans and fall within the Annual Plan/Long Term Plan budget.
- Recommendations to Council for naming of public roads, private roads and rights of way.

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- Community grants.
  - Determination of priorities for and expenditure of town beautification fund.
  - Pain Farm income distribution in accordance with the Bequest (Martinborough Community Board only).
  - To make a recommendation to Council on the appointment of a representative to the Arbor House Trust Board (Greytown Community Board only)
- some responsibilities relating to urban reserves, urban amenities, and town main streets.

To fulfil these responsibilities, contact will be through the Community bBoard Chairs to Council officers and community groups to ensure the appropriate process is followed for approval of projects that fall within those delegations. Having a clear process will help clarify where responsibility for decision making sits and help reduce delays.

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A Community bBoard's role is mainly advocacy but it also has powers to make some decisions about issues within its boundaries. Community bBoards can make submissions to Council and other statutory agencies. They control local funds for making grants to individuals and groups for community purposes.

South Wairarapa cCommunity BoardsBoards have some responsibilities and delegations relating to urban reserves, urban amenities, and town main streets and .-They have a key role to play with the community groups associated with those reserves and amenities.

Community bBoards can also advocate and be involved in matters outside of Council responsibilities. They can provide a point of contact for people seeking to improve and support their community and may identify and support community development projects.

## **10.6. Fulfilling the Roles and Responsibilities**

The Terms of Reference does not prescribe the mechanisms and protocols for the Community bBoards fulfilling their roles and responsibilities. It is up to each Community bBoard to determine how they can best achieve meaningful engagement with the community and the Council. It will vary depending on the specific matter that is being considered and the decisions that are being made. Some ideas are provided in Appendix Two.

- 
- A chairperson may provide recommendations and reports to meetings as per standing orders.
  - There is an opportunity for a community board member (normally the chair) to provide an update to Council on community board

matters at all ordinary Council meetings. This report may be written or verbal.

## **8. Raising Concerns**

Where a person has a concern about whether the Community Board is acting in accordance with its Terms of Reference they should raise the matter with the Community Board in the first instance. If they feel their concerns have not been addressed, they should raise the matter with the Council.

## **9. Operating Model**

### **9.1 Meetings**

#### **9.1.1. Membership**

- Four ward members elected by the community.
- Two councillors appointed by the Mayor.

#### **9.1.2. Chairperson**

- An elected member appointed by community board members.

#### **9.1.3. Quorum**

- Three members will constitute a quorum.

#### **9.1.4. Timing and Frequency**

- 6-weekly, dates as per an adopted schedule of meetings. Extraordinary meetings may be held on occasions.

#### **9.1.5. Meeting Order**

- Conducted in accordance with Standing Orders and the Local Government Official Meetings and Information Act 1987.

#### **9.1.6. Secretariat**

- The Chief Executive will provide secretariat services for all formally notified meetings.

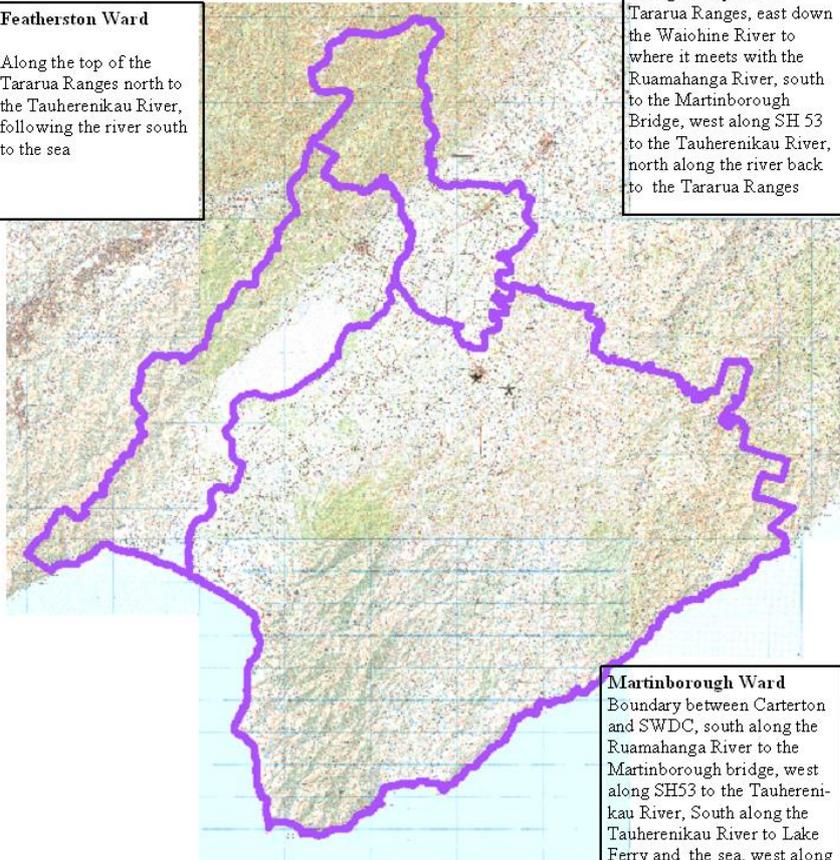
## **Quorum**

~~WORKING WITH COMMUNITY GROUPS~~

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**Featherston Ward**  
Along the top of the Tararua Ranges north to the Tauherenikau River, following the river south to the sea

**Greytown Ward**  
Along the top of the Tararua Ranges, east down the Waiohine River to where it meets with the Ruamahanga River, south to the Martinborough Bridge, west along SH 53 to the Tauherenikau River, north along the river back to the Tararua Ranges



**Martinborough Ward**  
Boundary between Carterton and SWDC, south along the Ruamahanga River to the Martinborough bridge, west along SH53 to the Tauherenikau River, South along the Tauherenikau River to Lake Ferry and the sea, west along coast line turning north to Carterton boundary

## APPENDIX TWO – ~~IDEAS FOR HOW~~ COMMUNITY BOARDS CAN FULFIL THEIR ROLES AND RESPONSIBILITIES

### 1. Engagement – Communicate, Collaborate, Coordinate

To adequately fulfil the role Community Boards need to engage with their communities. Engagement is an ongoing and dynamic process. It is great to use existing networks and opportunities and ~~but is~~ also important to identify and try and engage with the “silent majority” – people who usually don’t get involved in local matters or networks.

Community Boards may wish to find ways to better represent and engage with youth in their communities. These people have the greatest stake in the future of the district but are often the most disaffected or disengaged from local government processes.

### ~~2.~~ Delegated Responsibilities

Community Boards have a key role to play with the community groups associated with Council reserves and amenities. They can help ensure that any work the community group does, supports the approved strategic and operational objectives for that reserve or amenity. Community Boards can help connect people to relevant community groups. They may also identify where it is useful to consolidate several groups working on the same reserve to minimise any confusion or overlap.

### ~~5.3.~~ Discretionary Spend

The Community Boards are allocated money each year for discretionary spending. The Community Boards decide how this money is spent within the community. It may be spent on projects relating to Council reserves and amenities, on the main street, or on other matters.

### ~~6.4.~~ Long Term Plan and Annual Plan Process

Community Boards can identify the priorities for their community and prepare a submission to the Annual Plan process. The Community Board can maintain an interest in the progress of relevant projects that are included in the Annual Plan. Community Board Chairs will be members of the Long Term Plan, Annual Plan Working Party.

### ~~7.5.~~ Community Strategic Plans and Town Centre Plans

Community Boards may develop a ~~strategic plan identifying priorities~~strategic plan identifying priority for the improvement of their

community. The plan may include Council and non-Council related matters.

Community Boards may also like to develop structure plans for their main streets / town centres. These plans set out the look, feel, and functionality of the key public spaces.

## **8.6. Responding to Operational Matters and Identifying Unplanned Works**

If matters arise during the year in urban reserves or with urban amenities that need attention, the Community Board members can identify these to Council officers. Where they are minor matters Community Board members should contact [Council staff directly. "Get it sorted" on the Council website.](#)

For more significant issues that may require additional spending the Community Board should discuss the matter and agree at a meeting that the matter be referred to Council staff or Council (if appropriate). Council and/or staff will consider how the request can be balanced with other priorities or demands identified across the district and if there is sufficient budget to get the work done.

## **9.7. Civil Defence Emergency Management**

Community Boards often have the best knowledge about the most vulnerable people in their community and have existing networks to be able to respond in the case of a natural disaster. Community Boards can work alongside the formal civil defence emergency management planning process to help with preparedness, response, and recovery.

### **Sharing Knowledge**

## **APPENDIX THREE – COMMUNITY BOARDS WORKING WITH COMMUNITY GROUPS**

### **1. Working with Community Groups**

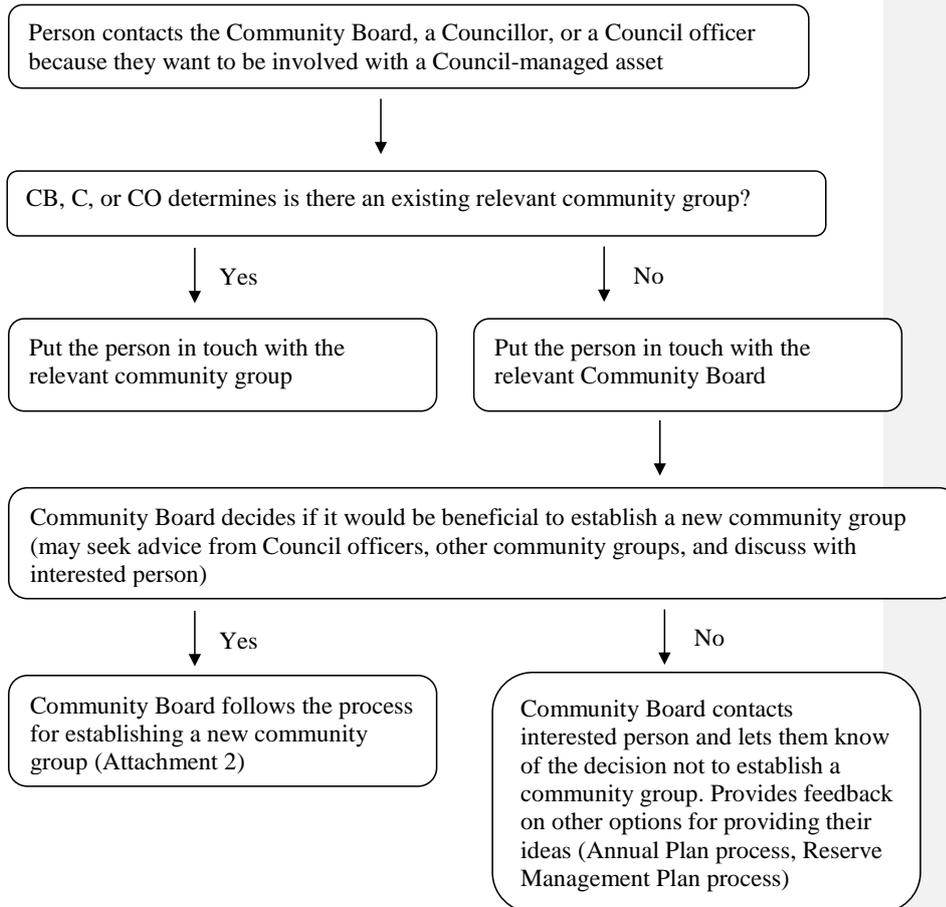
Below are some suggestions on how Community Boards and community groups can effectively work together. [Generally](#) these suggestions relate to reserves and facilities owned and managed by the Council.

There are lots of people with enthusiasm, energy, and interest in Council reserves and amenities. Unclear working relationships can cause frustrations for community groups, elected representatives, and council officers.

**Attachment 1** shows how people can make the most of the energy and enthusiasm of volunteers within the structure and requirements of local government. The steps are explained in more detail below.

| **Attachment 2** provides a ~~basic terms of reference~~[basic term of reference](#) for the community group and memorandum of understanding between the community group and the Community Board.

## ATTACHMENT ONE – PROCESS FOR A PERSON WHO WANTS TO BE INVOLVED WITH A COUNCIL MANAGED ASSET



## ATTACHMENT TWO – ESTABLISHING A NEW COMMUNITY GROUP OR CONSOLIDATING EXISTING COMMUNITY GROUPS

Once a Community Board has decided that a community group should be established for a Council-managed asset they should work through this form to make sure the key issues have been addressed. This form serves as a ~~basic terms of reference~~ [basic term of reference](#) for the community group and memorandum of understanding between the community group and the Community Board. This copy of the form includes instructions for filling it in (shaded). A blank copy follows.

<b>Name:</b>	For consistency and to avoid any confusion, groups will be called "Friends of ...." or ".....working group" or ".....community group". The term subcommittee, <del>advisory</del> <a href="#">advisory committee</a> or committee will be avoided.
<b>Purpose:</b>	Explain in a few sentences. It may include advocacy, engagement, on-the-ground works, expertise. Perhaps refer back to the Community Board's strategic plan or specific reserve management or development plans. For example – To support the implementation of the .... Park development plan and ....
<b>Point of contact:</b>	Name, email address, postal address
<b>The point of contact will:</b>	<ul style="list-style-type: none"> <li>- work with the Community Board and members of the community group to identify priorities for the community group for the coming year</li> <li>- provide a written update to the Community Board on progress on priorities at least once during and at the end of the year</li> <li>- provide feedback to the Community Board prior to the Annual Plan process</li> <li>- Welcome other members of the community to be part of the community group</li> <li>- Let members of the group know where responsibility for decision-making in relation to different projects. [For example there are some decisions that need to be made by Council, others that have been delegated to Community Boards, and some decisions that can be made by Council Officers. It is important that these requirements are understood and implemented].</li> </ul>
<b>The Community Board will:</b>	<ul style="list-style-type: none"> <li>- Seek the views of the community group when preparing a strategic plan</li> <li>- Seek feedback from the community group prior to preparing their submission as part of the Annual Plan process</li> <li>- Maintain an overview of the work of the community group to ensure it is aligned with the Community Board and Council's strategic and operational objectives. [This does not mean CB members will need to have a permanent representative on the group or attend every working bee]</li> </ul>

	- Provide advice and guidance to the group about Council processes, delegated responsibilities, and any other relevant requirements. [Community Board members will direct the community group to or will seek advice from staff for answers to any operational requirements]
<b>Review:</b>	This agreement will be reviewed every two years to ensure it continues to be relevant and it is up to date.
<b>Signed on behalf of the community group:</b>	
<b>Signed on behalf of the Community Board:</b>	

**ESTABLISHING A NEW COMMUNITY GROUP  
OR CONSOLIDATING EXISTING COMMUNITY  
GROUPS FORM**

<b>Name:</b>	
<b>Purpose:</b>	
<b>Point of contact:</b>	
<b>The point of contact will:</b>	
<b>The Community Board will:</b>	
<b>Review:</b>	
<b>Signed on behalf of the community group:</b>	
<b>Signed on behalf of the Community Board:</b>	

# FEATHERSTON COMMUNITY BOARD

4 JUNE 2019

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## AGENDA ITEM 6.6

### APPLICATIONS FOR FINANCIAL ASSISTANCE

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#### **Purpose of Report**

To present the Community Board with applications received requesting financial assistance.

#### **Recommendations**

Officers recommend that the Community Board:

1. *Receive the Applications for Financial Assistance Report.*
2. *Consider the application from Wairarapa Maths Association for \$300 to assist with running costs for the annual 'Matharapa' Competitions.*

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

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget as shown in the Income and Expenditure Report.

Applications will be provided to members in confidence.

#### **2. Criteria**

The criteria of the grant are:

To be eligible, applications must be from non-profit organisations that are benefiting the local Featherston community. All grants will be considered on a case by case basis and must list all funding raised at time of application. Grants are considered at every meeting throughout the year.

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations which will be fully accountable for any grants they receive, have relevance to the Community and do not qualify for Creative Communities New Zealand funding.
2. Successful applicants are required to expend grants received within six months of payment being made. A request must be made, should an extension of time be needed.

3. An accountability in report form, together with evidence of the expenditure of a grant received (copies of invoices or receipts) is required within three months of a grant being expended.
4. All questions must be completed.
5. **The maximum grant will be \$500 unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).**
6. Applications must reach the Council not less than ten days before the relevant Community Board is to consider an application.
7. Grant applications will be considered at every meeting.

### 3. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Wairarapa Mathematics Association	No outstanding accountability forms

Contact Officer: Angela Williams, Committee Advisor

Reviewed By: Jennie Mitchell, Acting CEO

# FEATHERSTON COMMUNITY BOARD

4 JUNE 2019

## AGENDA ITEM 8.1

### CHAIRPERSON REPORT

#### **Purpose of Report**

To inform Featherston Community Board of the Chair's actions since the last meeting and to recommend items for decision.

#### **Recommendations**

The chairperson recommends that the Community Board:

1. *Receive the Report*
2. *Recommend that the Featherston Community Board invite expressions of interest from groups interested in running the Christmas Parade on a volunteer basis.*
3. *Recommend that the informal submission for the SWDC annual plan be approved by the Board.*

### **1. Meetings and Events**

<b>Date</b>	<b>Past meetings or events</b>
24 April	Attended SWDC emergency meeting in Martinborough
30 April	Annual Plan Public Meeting, Featherston
1 May	Planning and Regulatory Committee, Assets and Services Committee, 57 Fitzherbert Street Committee,
7 May	Visioning Workshop
8 May	Community Board Conference Debrief
15 May	Attended SWDC Council Meeting only 1 hour.
17 May	Ko Wairarapa Tatou opening
20 May	Ko Wairarapa Tatou 10 am – 2 pm open exhibit
22 May	Wairarapa Library Service Joint Committee Meeting - Greytown

### **2. Community Board Conference 2019**

New Zealand Community Board Conference 2019: Community Boards in a Time of Change. 11 – 13 April 2019. The Devon Hotel, New Plymouth.

Last month I, along with Mark Shepherd, attended the New Zealand Community Board's Conference, in New Plymouth. This year is the 30-year

anniversary of the creation of Community Boards. The Conference's by-line is 'Community Boards in a Time of Change'.

The conference focused on encouraging our Youth to participate in Local Government and on our aging population. There were excellent talks on building strong relationships with Maori.

There were three talks which focused on Youth. In particular the development of Youth Councils to give our youth the experience they need to move into Local Government. The Wairarapa has a Youth Council based in Masterton, but it may be time to develop our own youth Council in the South Wairarapa.

Localism was presented on again. Localism involves devolving areas and funding from Central Government to Local Government. You can read more about their concept at <https://www.lgnz.co.nz/project-localism>

Malcolm Alexander the CEO of LGNZ said that voter turnout is our KPI to engagement. Our voter turnout for Local Government Elections is very low and this highlights the lack of engagement. Too many people are not voting, at local and national levels. Voting is the way in which we get to participate in modern democracy. It's the way we choose who represents us at all levels of government. We need to work harder at not just encouraging people to vote at election time, but to make sure we engage honestly with our community to ensure they engage at election time.

My biggest takeaway from the Conference was gained during the Zone meeting. Some of our neighbours have less delegations than ourselves, and one doesn't get grant funding for their Community. They have less access to Councillors and Council Staff. We have spent the last 18 months building a stable reliable relationship with Councillors and Council Staff. While there is always space for improvement, this puts us in a good place going forward into Local Government elections.

### **3. Christmas Parade**

Seeking advice on when Traffic Management Plans need to be submitted for Christmas Parades on state highways.

### **4. Wairarapa Library Service**

Attended the Wairarapa Library Services joint Committee meeting on Wednesday.

The Wairarapa Library Service now has an app:

- Your barcode on your phone – no need to carry your card
- Access all your family's cards
- Check to see if the library has the book you want by scanning the ISBN barcode
- Place holds on items
- Renew your items

This app is available via iOS and Android.

The WLS will be recommending to SWDC and Carterton Councils to add a \$50 annual fee for memberships from outside the districts.

The closing of the Wellington Library has not noticeably affected the libraries in the Southern Wairarapa.

Minutes will be available through the SWDC website.

## **5. Council meeting on 15 May 2019**

Presented 'Joint Recommendations for discussion at Council'. Attached as Appendix 1.

## **6. 2019/20 Annual Plan**

Appendix 2: Informal Annual Plan Submission

## **7. FCB Facebook Page**

The Featherston Community Board Facebook Page has 303 Page like. The page is primarily used for pushing out notices of meetings to the public, advertising our meetings and sharing posts from SWDC and other relevant agencies.

Appendix 3: List of posts on the page between 28 February and 10 April 2019.

## **8. Appendices**

Appendix 1: Joint Recommendations for discussion at Council

Appendix 2: Informal Annual Plan Submission

Appendix 3: List of posts on the page between 6 April and 22 May 2019

Written By: Robyn Ramsden, Chair Featherston Community Board

# **Appendix 1: Joint Recommendations for discussion at Council**

# **COMMUNITY BOARDS OF SOUTH WAIRARAPA**

## **JOINT RECOMMENDATIONS FOR DISCUSSION AT COUNCIL**

**L. HAY (GCB), L. CORNELISSEN (MCB), R RAMSDEN  
(FCB)**

**23 MAY 2019**

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### **CHAIRPERSONS REPORT**

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Background to this report: The chairs of the SW Community Boards together with A. Rainsford (GCB), M. Shepherd (FCB) and Cr P Colenso (MCB) attended the LGNZ Community Board Conference in April 2019. Two major themes were community board/council engagement with Youth and Maori communities. We attended a number of workshops and plenary sessions on these issues and have some suggestions for council to consider which are in line with the SWDC LTP goals.

#### **Engagement with Maori in South Wairarapa**

The bi-annual LGNZ Community Board conference is very thought-provoking and gives attendees the opportunity to network with other community board members from across New Zealand. It gives you the ability to look at best practice throughout NZ and share ideas and projects that could be applied to South Wairarapa. Currently SWDC funds one community board member from all three community boards to attend the conference.

- 1. We would like to recommend to councillors that SWDC also fund one member from the MSC to attend the next LGNZ conference to be held in 2021*

Shay Wright was a keynote speaker at the conference and also chaired several workshops. He was an outstanding and inspirational speaker and workshop facilitator.

Shay Wright is a Maori social entrepreneur named in the Forbes Asia list of '30 Under 30 Social Entrepreneurs' for his work as co-founder of two social enterprises - Te Whare Hukahuka and Nuku Ltd. Both enterprises help indigenous communities set up and grow world-class social enterprises to create community change. TWH has worked with almost 1,000 indigenous Maori leaders to develop their skills, including 130 young Maori leaders through their award-winning youth leadership programme, Ka Eke Poutama.

The programme alumni now hold more than 120 governance roles between them across the community sector and have set up several social enterprises.

Shay also helped establish the teacher recruitment organisation, Teach First NZ; is a member of several Government Advisory Boards, and is a speaker, strategist and futurist, having appeared on the NZ television show 'What Next?' in 2017. He is a product of the rural Far North and his whakapapa connections are to Te Rarawa, Ngapuhi, Ngaruahine and Ngati Ruanui. Shay's particular interests and areas of thought leadership are around the connection between entrepreneurship and community, strategies to grow youth leadership in our communities and how indigenous concepts can help to reshape our relationships. <https://www.shaywright.co.nz/>

- 2. We would like to recommend a 1 day workshop facilitated by Shay Wright for Community Boards, Councillors, Maori Standing Committee and senior SWDC staff. This would be an opportunity to shape the way we engage with Maori and arm us with forward thinking inspirational strategies and ideas for the betterment of our Maori communities.*

## **Engagement with Youth in South Wairarapa**

A common theme amongst all community boards was a lack of engagement with youth. Some councils/community boards had almost no input from youth while a small minority had a robust and vibrant relationship. South Wairarapa do better than most CB's with two out of three community boards having a youth representative however this is really just the first step in the right direction and significantly more work needs to be done.

Another keynote speaker was Sarah Colcord speaking on the important role of youth voice groups locally and nationally.

Sarah has a strong desire to connect, support and empower the young people of Aotearoa and ensure they are part of the decision-making process. In 2016 she won her Local Body Election and was elected on to the Manurewa Local Board at 20 years old. She is the youngest member of Manurewa Local Board and one of the youngest politicians in Tamaki Makaurau. She leads the Arts, Community and Events Role on the Board and is a member and representative on numerous professional working groups.

Sarah is the co-founder of the Auckland Youth Voice - a network that supports the development of Youth Voice groups/councils in Auckland. Sarah also voluntarily supports the Manurewa Youth Council within her capacity as a Youth Worker.

While there is a Wairarapa Youth Council there appears to be little engagement with South Wairarapa Youth. Its Facebook page have very small numbers (there are no twitter or Instagram accounts) and it's website makes engagement difficult. Many young people would find it difficult to travel to Masterton for meeting esp those from rural areas and those without cars.

We believe there is an opportunity to better engage with youth and propose an initial small meeting with our CB youth representatives, students from Kuranui, Solway, Rathkeale Colleges, Young farmers, Trade apprentices, and year 7/8 from Greytown Primary. This would be held at the side room at Circus Theatre with pizzas to encourage a relaxed and non-threatening environment. We would hope to have a group of up to 15 people to discuss ways to set up a SW Youth voice.

3. *We would like council to consider funding this. We anticipate the costs to be no more than \$1,000*
4. *After this initial first meeting we would like to plan stage 2 and have Sara Colcord come to South Wairarapa to have a workshop on how to set up a SW Youth Voice based on her successful models in Auckland. We would like councillors to consider this and approve in principle the idea and consider funding this project (subject to final costs).*

Both these projects are long term initiatives covering more than one election cycle.

# **Appendix 2: Informal Annual Plan Submission**

## Featherston Community Board Annual Plan **Informal** Submission 2019/20

Pursuant with the Local Government Act 2010 Part 4:54(d) (sic) Role of community boards to prepare an annual submission to the territorial authority for expenditure within the community.

The Chair has taken advice from LGNZ with regards to the Annual Plan Submission. The result is that because we did not have a formal meeting to agree on the content of the submission this is a informal submission.

We would like to speak to this submission

### **Discussion Topic 1 – Reduction in Library Charges**

We support option 3. The Board sees the value and increasing our social capital. Removing the over due fines as in option three allows for adults to keep reading and encourage young adults and children back to the library.

### **Discussion Topic 2 – Extended pool hours**

The Board is in favour of extended the pool hours. We support the Featherston Amateur Swimming Clubs grant application and submission except that we think that both heating the pool and extending the hours available are not exclusive and both can be done for the benefit of the Community.

### **Discussion Topic 3 – Change in funding for housing for Seniors**

There are conflicting opinions around the Featherston Community Board table, we believe this is best addressed through the annual plan process.

### **Discussion Topic 4 – Extra Funding for footpath maintenance**

The Board is in favour of extra funding for footpath development. We need to fill the gaps that exist in our growing town.

The Featherston Community Board ranked the 4 consultation options as follows:

- 1 Footpath funding.
- 2 Reduction in Library charges
- 3 Extended pool hours

### **Featherston Pool**

During a school module on improvements to our Community, the Featherston School Inquiry class suggested that the pool really needed bike racks for scooters and bikes at the pool. Having spent most of last summer at the pool, I can personally confirm that a bike rack would indeed be a very useful and practical addition to the town pool.

## **Furthering our Priority projects and initiatives in our Strategic Plan**

1. Completion of the Town square.
  - a. We would like the town square to be completed. This may not be phase two of the plans as originally set out. We would like the paving pattern to be completed to the edge of the sculpture area , to the skate park and towards Fox Street. This area is difficult for elderly to navigate and it has an uneven surface.
  - b. We would like temporary shelter on the south side of the square so that people using the town square are protected, at least to some extent, from the wind.
2. Supporting vulnerable people, elderly and young
  - a. We support the creation of a South Wairarapa Youth Council that liaisons with Youth Councils around the Country.
3. Install a water fountain in the Playground so that children do not have to leave the park to get water.
4. We expect the Council to consult with Playground users on any major alterations and additions to the playground. This may involve working with any Community Led Development Group interested in the Playground.
5. Prioritise footpath usability from Housing for Seniors to the main street

### **6. Toilet Block in Card Reserve**

We think it's time the toilet block in Card Reserve on the corner of Harrison and Johnston Streets (next to the waste dump) was upgraded and should to include coin operated and timed showers.

Firstly this topic has come up before. An upgrade would benefit the following users:

- Dog Park users
- Train passengers for when the facilities are shut on the platform
- Cyclists using the nearby Rimutaka Trail
- Freedom Campers who used the pool showers and toilets over the summer.

### **7. Commemorate 100 Years since WWI**

The Featherston Community Board supports Heritage NZ Augmented Reality of the Featherston Camp.

### **8. E-mail Database.**

We ask Council to further develop the database to allow direct communication from both Council and Community Boards to those who wish to receive it. For example all ratepayers would receive emergency e-mails and rates notifications but residents and ratepayers could opt in to receiving updates and information from Community Boards. In Featherston this would have been of use after the flooding event on 1 December 2018 to get targeted information out to the Community.

## **Supporting Grant Applications**

The Featherston Community Board supports our community groups through grants. We can support grant applications to the Council through this process. In this role we support for following groups as they apply for funding to the South Wairarapa District council in this annual plan funding round.

Supporting groups in grant applications:

Featherston Amateur Swimming Club – water heaters

Featherston Community Centre – funding for a manager see email sent on 8 April.

## Featherston Community Board

Chair: Robyn Ramsden  
3 Farrier Grove  
Featherston 5710  
021 303 553



26 February 2019

Mayor Napier  
South Wairarapa District Council  
PO Box 6  
Martinborough

Dear Mayor Napier

At our January Featherston Community Board meeting, Jen Bhati the South Wairarapa Neighbourhood Support Coordinator, recently spoke about the current status of the programme in Featherston and the South Wairarapa, and presented plans for encouraging interest in creating new groups. Featherston already has 16 groups, and some of her time will be needed to foster those existing groups, and promote the development of more.

Neighbourhood Support has made a significant improvement for people in our Community. They are more connected to their neighbours than ever before. We support each other and celebrate together. Having a neighbourhood support network allows us as a Community to be more resilient during civil defense emergencies.

The Featherston Community Board would like to thank Council for funding this programme during the last Long Term Plan deliberations. We enthusiastically request that Council continue to fund the programme in future years.

Kind Regards

A handwritten signature in blue ink that reads 'Robyn Ramsden'.

Robyn Ramsden  
Chair, Featherston Community Board  
[robynjramsdn@gmail.com](mailto:robynjramsdn@gmail.com)

# **Appendix 3: List of posts on the page between 6 April and 22 May 2019**

## Appendix 3: List of posts on the page between 6 April and 22 May 2019

Page    Inbox    Events    Manage jobs    Notifications    **Insights**    More ▾    Settings    Help ▾

■ Reach: Organic/Paid    ■ Post clicks    ■ Reactions, comments & shares <sup>?</sup> ▾

Published	Post	Type	Targeting	Reach <sup>?</sup>	Engagement	Promote
22/05/2019 17:44	 Martinborough Maths Craft Day			16 <span style="color: orange;">■</span>	0 0	<a href="#">Boost Event</a>
21/05/2019 10:53	 Public consultation on the Register closes on 24 May (extended date).			51 <span style="color: orange;">■</span>	10 1	<a href="#">Boost Post</a>
17/05/2019 14:23	 Featherston Wastewater upgrade hearing postponed 14 May 2019			109 <span style="color: orange;">■</span>	6 4	<a href="#">Boost Post</a>
15/05/2019 14:58	 NZSQ: National Tour 2019			57 <span style="color: orange;">■</span>	2 3	<a href="#">Boost Event</a>
10/05/2019 22:35	 This may be of interest to residents in Featherston.			92 <span style="color: orange;">■</span>	15 4	<a href="#">Boost Post</a>
10/05/2019 07:39	 Give our Library some love this Booktown.			103 <span style="color: orange;">■</span>	1 0	<a href="#">Boost Post</a>
07/05/2019 17:05	 Featherston Annual Plan Community Meeting – your			210 <span style="color: orange;">■</span>	27 5	<a href="#">Boost Post</a>
07/05/2019 18:14	 Featherston treated wastewater to land drop-in session			43 <span style="color: orange;">■</span>	4 0	
07/05/2019 13:45	 Featherston treated wastewater to land drop-in session			85 <span style="color: orange;">■</span>	1 0	<a href="#">Boost Post</a>
01/05/2019 18:20	 Unlocking the Secrets of the Hikurangi Subduction Zone			48 <span style="color: orange;">■</span>	1 0	<a href="#">Boost Event</a>
01/05/2019 17:49	 Featherston Wastewater Hearing on Monday 27 May will be held in the			98 <span style="color: orange;">■</span>	0 1	<a href="#">Boost Post</a>
30/04/2019 12:18	 Gambling Policy Review.			92 <span style="color: orange;">■</span>	1 0	<a href="#">Boost Post</a>
30/04/2019 11:09	 Featherston Library will be open for an extra 2 hours on Thursday			107 <span style="color: orange;">■</span>	3 1	<a href="#">Boost Post</a>

<ul style="list-style-type: none"> <li>Promotions</li> <li>Followers</li> <li>Likes</li> <li>Reach</li> <li>Page views</li> <li>Page previews</li> <li>Actions on Page</li> <li><b>Posts</b></li> <li>Events <span>+</span></li> <li>Videos</li> <li>Stories</li> <li>People</li> <li>Local</li> <li>Messages</li> </ul>	30/04/2019 11:09	 Featherston Library will be open for an extra 2 hours on Thursday			107		3 1		<a href="#">Boost Post</a>
	29/04/2019 17:13	 Summer flowers anyone?			109		6 1		<a href="#">Boost Post</a>
	29/04/2019 10:12	 First committee meeting of the 57 Fitzherbert Street Committee.			195		52 18		<a href="#">Boost Post</a>
	24/04/2019 06:05	 Featherston Community Board			57		2 0		<a href="#">Boost Post</a>
	21/04/2019 11:40	 Extension of Notable Tree consultation period (Featherston			118		8 2		<a href="#">Boost Post</a>
	18/04/2019 14:50	 Emergency Council meeting			32		2 0		
	17/04/2019 17:30	 Featherston Community Board			93		13 3		<a href="#">Boost Post</a>
	16/04/2019 19:53	 Featherston 2019 Anzac Day Civic Service			132		14 1		
	16/04/2019 16:53	 Featherston Anzac Day Cemetery Service			73		6 0		
	16/04/2019 11:10	 Emergency water shut down in Card Crescent. For two hours for			70		2 1		<a href="#">Boost Post</a>
	10/04/2019 16:15	 New CEO announced!			113		44 4		<a href="#">Boost Post</a>
	10/04/2019 13:56	 Featherston Community Board			123		18 1		<a href="#">Boost Post</a>
	10/04/2019 13:55	 Please note. There is NOT a boil notice for Featherston either. Please			107		30 1		<a href="#">Boost Post</a>
	06/04/2019 10:39	 Featherston Community Board			0		0 2		<a href="#">Boost Post</a>