



MĀORI STANDING COMMITTEE

Agenda

NOTICE OF MEETING

Notice of a meeting of the Māori Standing Committee of the South Wairarapa District Council to be held in Supper Room, Waihinga Centre, Texas Street, Martinborough on Monday 29 July 2019 at 6.30pm.

MEMBERSHIP OF THE COMMITTEE

Raihānia Tipoki (chair), Teresa Aporo, Narida Hooper, Nathan Maynard, Karen Mikaera, Demetrius Potangaroa, Michael Roera, Terry Te Maari, Wayne Pitau, Amiria Te Whaiti, Cr Pip Maynard, Cr Brian Jephson and Cr Ross Vickery.

OPEN SECTION

1. APOLOGIES:

2. PUBLIC PARTICIPATION:

- 2.1 Te Puritanga Jefferies, Senior Māori Economic Development Advisor, Greater Wellington Regional Council. **6.30pm – 6.45pm**

3. CONFLICTS OF INTEREST

4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

As per standing order 14.7 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. MĀORI STANDING COMMITTEE MINUTES:

- 5.1 Minutes for Approval: Māori Standing Committee Minutes of 17 June 2019 **Pages 1-4**

Proposed Resolution: *That the minutes of the Māori Standing Committee meeting held on 17 June 2019 be confirmed as a true and correct record.*

6. OPERATIONAL REPORTS – COUNCIL OFFICERS:

- | | | |
|-----|--|--------------------|
| 6.1 | Officer's Report | Pages 5-36 |
| 6.2 | Action Items Report | Pages 37-42 |
| 6.3 | Management of the Māori Standing Committee Budget 2019/20 Report | Pages 43-64 |
| 6.4 | Wellington Water update – Harry Wilson (verbal) | |
| 6.5 | Featherston Wastewater to Land update - Lawrence Stephenson (verbal) | |
| 6.6 | Consent Renewal at Woodside update – Lawrence Stephenson (verbal) | |

7. MEMBER ITEMS:

- | | | |
|-----|--|--|
| 7.1 | Update on the Significant Sites Working Party (verbal) – Karen Mikaera | |
|-----|--|--|



MĀORI STANDING COMMITTEE Minutes from 17 June 2019

Present:	Raihānia Tipoki (Chair), Teresa Aporo, Karen Mikaera, Michael Roera, Narida Hooper, Karen Mikaera, Amiria Te Whaiti and Cr Pip Maynard.
In Attendance:	Jennie Mitchell (GM Corporate Support), Suzanne Clark (Committee Advisor) and for part only Harry Wilson (Chief Executive) and Mayor Viv Napier.
Conduct of Business:	The meeting was held in old Council Chambers, 19 Kitchener Street, Martinborough. The meeting was conducted in public between 6:30pm and 8:30pm.
Also in Attendance:	Lisa Mulitalo and Sabrina Young (GHD Wellington), Kara Dentice (Wellington Water), Jane Mills and Bob Hill (Wellington Region Emergency Management Office)

PUBLIC BUSINESS

Mr Tipoki welcomed members, Harry Wilson, and guests to the meeting and opened with a karakia.

Mr Tipoki advised that Council provisions to Ngāti Hikawera in relation to the Waiinga Centre and consideration of a grant application from Narida Hooper would be discussed.

MSC RESOLVED (MCB 2019/19) to accept the late grant application from South Wairarapa Kāhui Ako as part of agenda item 7.1. The reason it cannot be deferred to the July meeting is Matariki, the Māori New Year is this month, and the celebration is planned to take place on 27 June 2019.

(Moved Tipoki/Seconded Mikaera)

Carried

1. APOLOGIES

MSC RESOLVED (MSC 2019/20) to receive apologies from Nathan Maynard, Terry Te Maari, Nathan Maynard, Wayne Pitau, Cr Brian Jephson and apologies for leaving early from Mayor Viv Napier and Harry Wilson.

(Moved Roera/Seconded Tipoki)

Carried

DISCLAIMER

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

2. PUBLIC PARTICIPATION/PRESENTATIONS

There was no public participation.

PRESENTATIONS FOR COUNCIL OFFICERS' REPORTS

6.4 Wellington Water

Mr Dentice provided an update on the relationship between Wellington Water and SWDC in regards to mana whenua representation on the Wellington Water Committee; the governance body of Wellington Water. Wellington Water were aiming to have amendments to the constitution completed by the 12 July 2019 to allow mana whenua representation.

Mana whenua representation on Wellington Water will be sourced from our two iwi but the Māori Standing Committee ask to be kept in the discussion as to who those two representatives will be.

6.3 Featherston Wastewater to Land

Ms Mitchell advised that Council would be moving to the next stage of community engagement for the Featherston Wastewater to Land project and that the engagement would be led by Ms Young and Ms Mulitalo from GHD Wellington. Council had requested that the hearing is deferred so further engagement can be undertaken.

The Committee agreed that engagement should be with Pae Tū Mōkai, keeping the Māori Standing Committee updated on progress, and that Pae Tū Mōkai would liaise and bring in other community groups as needed.

6.5 Wellington Region Emergency Management Office

Mr Hill with support from Ms Mills outlined the ministerial brief to investigate marae preparedness in the event of an earthquake type emergency. Participation with the investigation by marae was voluntary. Mr Hill was working with the Civil Defence Emergency Management Coordinating Executive Group (CEG), had undertaken key stakeholder conversations and would now approach marae across the Wairarapa. Timeframes and funding available for improvements was not yet known.

3. CONFLICTS OF INTEREST

There were no conflicts of interest declared.

4. ACTIONS FROM PUBLIC PARTICIPATION

There were no actions from public participation.

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

5. MINUTES FOR CONFIRMATION

5.1 Māori Standing Committee Minutes – 6 May 2019

MSC RESOLVED (MSC 2019/21) that the minutes of 6 May 2019 be confirmed as a true and correct record subject to a correction of the second order of resolution MSC2019/17 as follows:

from (Moved Tipoki/Seconded Maynard)

Carried

to (Moved Tipoki/Seconded N. Maynard)

Carried

(Moved Tipoki/Seconded Roera)

Carried

6. OPERATIONAL REPORTS – COUNCIL OFFICERS

6.1 Committee Minutes Report

MSC RESOLVED (MSC 2019/22) to receive the Committee Minutes Report.

(Moved Cr Maynard/Seconded Te Whaiti)

Carried

6.2 Action Items Report

Members discussed the action items and updates were made.

MSC NOTED:

1. Action 444: Conduct a review, and replace signs as needed for the following: Waihenga Lane in rural Martinborough should be Waihinga Lane, Rimutaka Cycle Trail should be Remutaka (blue and white sign near Featherston Railway Station, improved signage to Hau Ariki Marae; M Allingham/R O'Leary

6.3 Featherston Wastewater to Land Update

Discussed under agenda item 2.2.

6.4 Wellington Water Update

Discussed under agenda item 2.1.

6.5 WREMO Wairarapa Representative Update

Discussed under agenda item 2.3.

7. MEMBER ITEMS

7.1 Financial Assistance Criteria

Members agreed to hold over the review of funding criteria for financial assistance grant applications until the Terms of Reference for the Committee had been developed. All applicants should be asked to attend a Committee meeting to talk through their application with members.

Mr Tipoki declared a conflict of interest with the application for funding.

MSC RESOLVED (MSC 2019/23) to grant the South Wairarapa Kahui Ako \$1,000 to assist with the running of a Matariki celebration at Hau Ariki Marae.

(Moved Roera/Seconded Hooper)

Carried

DISCLAIMER

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

7.1 Provisions for Ngāti Hikawera in relation to the Waihinga Centre
Ms Aporo requested Council work with Ngāti Hikawera to meet the agreed conditions for the Waihinga Centre.

Members discussed progress on altering the Hau Ariki Marae constitution to allow Ngāti Hikawera representation on the Board of Trustees.

MSC NOTED:

1. Action 445: Circulate notes from the workshop with Ngāti Hikawera, Mayor Napier and CEO, Paul Crimp; J Mitchell
2. Action 446: Setup a meeting with Ngāti Hikawera representatives and Council to progress an MOU/conditions for use of Waihinga Centre; H Wilson

7.2 MSC Mapping Working Party

Mileage expenses could be claimed by MSC members as well as those leading the mapping investigation work. If notes from the Working Party were available, they were to be attached to expense claim forms.

MSC NOTED:

1. Action 447: Liaise with those leading the MSC Mapping Working Party to get information required for expense claim reimbursement; J Mitchell
2. Action 448: Advise the MSC how the information learned by the MSC Mapping Working Party could be added to the District Plan; R O’Leary

7.3 Pronunciation Workshop

Mr Tipoki requested that Council progress pronunciation training workshops for senior staff and elected members. Bilingual signs was discussed and rollout would progress as new signs were printed.

MSC NOTED:

1. Action 449: Discuss at senior management level making budget available and progressing training for senior staff and elected members on Te Reo pronunciation; J Mitchell

Mr Tipoki closed with a karakia.

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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

MĀORI STANDING COMMITTEE

29 JULY 2019

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

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

Recommendations

Officers recommend that the Community Board/Committee:

1. *Receive the Officers' Report.*

PLANNING AND ENVIRONMENT GROUP REPORT

1. Resource Management

1.1 Planning Summary

1.1.1. General

Council's Planning Team continue to receive high numbers of consent applications, planning enquiries, and compliance matters; in addition to growing policy project work. We have recruited a graduate planner Kendyll Harper who commences with SWDC on 15 July. Planning Manager Russell Hooper finishes on 7 July, we are currently recruiting for his replacement. Planning consultants Chris Gorman, Honor Clark and Toni Kennerly will provide support to planning staff to deal with consenting/advice work-loads.

1.1.2. South Wairarapa Spatial Plan

The spatial plan work is underway, following two separate workshops a draft spatial plan and diagram has been drafted. This has been integrated into a draft discussion document. The Draft Spatial Plan Discussion Document looking out to 2050 was presented to Council on 15 May. A communications plan is being compiled prior to community engagement and feedback on the plan.

1.1.3. Martinborough South Growth Area (MSGA)

Following consultation, staff work on the MSGA a meeting with landowners (those within and adjoining area) held 17 April to give context, outline potential layout for the future residential area, and indicate next steps. Work included assessment by an experienced urban designer; the meeting revealed a mix of views, info sent and have called for further landowner

feedback, further stormwater assessment work to be undertaken. The recent landowner feedback is being summarised.

1.1.4. District Plan Review

The earlier work on this involved an officers' meeting late January at Carterton between MDC, CDC, SWDC and Boffa Miskell Staff. Further meeting to be convened to progress this review.

1.1.5. Dark Sky

The local Martinborough Dark Sky Society has been compiling their economic report and regional funding application. A report on the process for a council adopted plan change for review of the SWDC outdoor lighting rules to support a proposed dark sky reserve was presented to Council. Plan change to be based on approach used at Mackenzie DC, initial use of a working group suggested. Further checking the extent of need to change outdoor lighting rules.

1.1.6. Review of Notable Trees Register

Public notification of the updated tree register has been extended to 17th May 2019. This is to allow property owners identified as having listed trees overhanging their properties a chance to make submissions and for consultation on the Planning Maps. Thirty-seven submissions received, the summary of the submissions received to be notified.

1.1.7. Greytown Development Area

Following the decision and notification, the area is subject to an Environment Court appeal. Staff have been working with the two appellants to try and reach agreement on respective matters prior to Environment Court hearing. Appeal hearing likely in June.

1.1.8. Greytown Orchards Retirement Village

Processing a resource consent for first stage and a private plan change for master plan/rezoning land to residential. The applicants worked through the request for further information, application was publicly notified, twenty submissions received. The summary of submissions to be notified in near future. Consultant Honor Clark processing this application for Council.

1.2 Resource Management Act - District Plan

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

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	RESULT	COMMENT SOURCE AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents' image of the closest town centre ranked "satisfied"	75%	89%	NRB 3 Yearly Survey October 2018 (2016: 87%)
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)		-	Consultants have established data to be recorded and stored to enable effective reporting against AER's in WCDP. A final monitoring strategy is still to be completed.

1.3 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	93%	51 out of 55 Land Use applications were processed within statutory timeframes. 54 out of 60 Subdivision applications were processed within statutory timeframes. 22 of 22 permitted boundary activity applications were processed within statutory timeframes. Total 127 /137, 93%. NCS.
s.223 certificates issued within 10 working days	100%	97%	38 of 39 s223 certificates were processed within statutory timeframes. NCS.
s.224 certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	98%	40 of 41 s224 certificates processed. NCS.

Council received 16 consent applications from 1 April 2019 to 30 April 2019. The previous period 1 April 2018 to 30 April 2018 there were 12 consent applications received.

171 consent applications between the 1st July 2018 and the 30th April 2019. The equivalent period in the previous year recorded 133 applications.

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

1.4 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

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

1.5 Local Government Act – LIM's

SERVICE LEVEL – Land Information Memoranda: It is easy to purchase information on any property in the District.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
LIMs contain all relevant accurate information (no proven complaints)	100%	100%	G:\LIMs\LIMS PROCESSED 2018-19
Non-urgent LIMs are processed within 10 days	100%	99.6%	G:\LIMs\LIMS PROCESSED 2018-19

TYPE	YTD 1 ST JULY 2018 TO 30 TH APRIL 2019	PREVIOUS YTD 1 ST JULY 2017 TO 30 TH APRIL 2018	PERIOD 1 ST APRIL 2019 TO 30 TH APRIL 2019	PREVIOUS PERIOD 1 ST APRIL 2018 TO 30 TH APRIL 2018
Standard LIMs (Processed within 10 working days)	195	176	15	18
Urgent LIMs (Processed within 5 working days)	50	62	5	9
Totals	245	238	20	27

2. Public Protection

2.1 Building Act - Consents and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	100%	NCS – 353 CCC's were issued within 20WD YTD
Building consent applications are processed within 20 working days	100%	100%	NCS – 431 consents were issued within 20WD YTD
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next accreditation review due January 2020. Council was re-accredited in January 2018
BCA inspects new building works to ensure compliance with the BC issued for the work, Council audits BWOFS and Swimming Pools	Yes	Yes	<p>Building Consents Council inspects all new work to ensure compliance (April 2019– 391 inspections)</p> <p>BWOF's – Total 169 – average of 3 audits per month required, 2 audits carried out April.</p> <p>Swimming Pools – Total 279 – average of 7 audits per month required. 5 audits carried out in April.</p>

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Earthquake prone buildings reports received	90%	N/A	<p>Under previous legislation 148 of 229 known premises had been addressed.</p> <p>Under the new legislation, 248 were identified as EPB and through the modelling process we eliminated 132 buildings leaving 116 buildings potentially EPB. Council has now reviewed the potential Earthquake Prone Buildings (EPB) and letters have been sent to owners advising them of their buildings status. 104 letters sent out in total. 11 (previously 12) - still being assessed by LGE</p> <p>Status:</p> <p>69 - identified as no longer EPB 21 (previously 20) - require engineer assessment</p> <ul style="list-style-type: none"> - 3 of the 21 approved extensions - 3 of the 21 engineers reports received & 1 confirmation report is being completed - 1 added to list after LGE completed their assessment <p>14 (previously 15) - identified as EPB and have been sent notices to be affixed to the building.</p> <ul style="list-style-type: none"> - 2 of the 14 have building consents for strengthening work - 1 building has been demolished (Anglican Church in Featherston)

TYPE –APRIL 2019	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	2	\$63,950
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	0	\$0
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters).	41	\$1,527,475
Other (public facilities - schools, toilets, halls, swimming pools)	1	\$30,000
Totals	44	\$1,621,425

2.2 Dog Control Act – Registration and Enforcement

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	1 visit	100%	1 undertaken at school holiday program, Greytown. Greytown school interested in a visit. Adult education visits are planned
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 176/176
Complaints about dog attacks on persons, animals or stock are responded to within 1 hour	100%	100%	17/17

INCIDENTS REPORTED FOR PERIOD 1 APRIL 2019 TO 30 APRIL 19	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	2	1	-
Attack on Person	1	-	-
Attack on Stock	-	-	-
Barking and whining	1	3	-
Lost Dogs	-	-	2
Found Dogs	-	-	2
Rushing Aggressive	1	-	1
Wandering	5	1	3
Welfare	-	-	-
Fouling	-	-	-
Uncontrolled (off leash urban)	-	-	-

2.3 Public Places Bylaw 2012 - Stock Control

SERVICE LEVEL – Stock don't wander on roads, farmers are aware of their responsibilities.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 24 incidents
In cases where multiple stock escapes (more than 1 occasion) have occurred from a property taking compliance or enforcement or prosecution action against the property owner	100%	-	No incidents
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls 54 incidents

INCIDENTS REPORTED	TOTAL FOR PERIOD 1 APRIL 2019 TO 30 APRIL 2019
Stock	7

2.4 Resource Management Act – afterhours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 18/19	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	99.03%	K:\resource\Health\Resource Management\Noise Control Complaints 103/104 attended within timeframe One incident responded to over 1.5 hours (1 hr 48mins).

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 2018 TO 31 MARCH 2019	PREVIOUS YTD 1 JULY 2017 TO 31 JANUARY 2018	PERIOD 1 APRIL 2019 TO 30 APRIL 2019	PREVIOUS PERIOD 1 FEBRUARY 2018 TO 31 MARCH 2018
Total	104	86	5	11

2.5 Sale and Supply of Alcohol Act - Licensing

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 18/19	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	58.33% YTD	MAGIQ data. All premises inspected at new or renewal application stage (35/60*). *Number of inspections completed of licences coming up for renewal within the YTD period. 124 licences in total. Total number of licences is subject to change month by month as new businesses open and existing premises close.
Premises that are high risk are inspected annually, while low or medium risk premises are audited no less than once every three years.	100%	58.62% YTD	MAGIQ data. There are no high-risk premises in the district. Low and medium risk premises are inspected every 3 years as part of the renewal process. There are currently 22 low and medium licences due for renewal or new inspections in this financial year. 17 of these have been inspected as at 30 April 2019. Total number of licences is subject to change month by month as new businesses open and existing premises close. (17/29)
Compliance activities are undertaken generally in accord with the Combined Licencing Enforcement Agencies agreement.	100%	0% YTD	CLEG meeting held May 2019. Compliance inspections currently being planned.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD 1 JULY 2018 TO 30 APRIL 2019	PREVIOUS YTD 1 JULY 2017 TO 30 APRIL 2018	PERIOD 1 APRIL 2019 TO 30 APRIL 2019	PREVIOUS PERIOD 1 APRIL 2018 TO 30 APRIL 2018
On Licence	12	23	1	1
Off Licence	17	8	3	1
Club Licence	3	3	0	0
Manager's Certificate	91	88	18	8
Special Licence	51	53	7	4
Temporary Authority	5	3	0	0
Total	179	178	29	14

2.6 Health Act - Safe Food

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

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 18/19	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk-based standards set out in the Plan.	100%	100%	FHR – 0 FCP (Food Act) – 94 FCP (Deemed) – 0 NP – 56 The changes in the Food Act 2014 require that businesses have an appropriate Risk Based

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 18/19	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
			Measure in place by end of transition period (Feb 2019). Total number of premises is subject to change month by month as new businesses open and existing premises close.
Premises are inspected in accord with regulatory requirements.	100%	58.51%	FCP verifications – 60/94 *Total number of premises is subject to change month by month as new businesses open and existing premises close.

2.7 Bylaws

Between 1 July 2018 and 30 April 2019 there were 43 notices relating to trees and hedges, 20 litter and 20 abandoned vehicle complaints.

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

INFRASTRUCTURE AND SERVICES REPORT

1. Group Manager highlights

The last 6 weeks has been dominated with several major items. The transition to the Ruamahunga Roads Shared service, the move to Wellington Water Limited, the review of the chlorination of Martinborough water and the new waste wheelie bin roll out.

Ruamahunga Roads Shared service Programming meetings and a partnership workshop held to align the new unit to the new service and way of delivering under the new contract. Discussions will be held with the councils on the reporting and form or information that is required on the contract. A preference for visibility through open availability of contract metrics is considered a good way forward and will be discussed with both councils.

The good news has been that since the chlorination of the water in Martinborough we have had no complaints regarding chlorine.

Substantial time has been devoted to looking at the Martinborough water system, the demand and supply as well as location and future upgrades needed. This has been an excellent exercise to look at the future of the water supply and the current vulnerabilities as well as the works completed previously to enable the options available.

Wairarapa Emergency Services Coordinating Committee (ESCC) meeting held discussions around the FENZ Operational Review of the South End School Haz Sub incident.

The review highlights good points but doesn't highlight the first 90 minutes of the incident very accurately. This is the biggest local incident since the Carterton Balloon tragedy in 2012. Identification of agencies was an issue, with many agencies not having a uniform or unique identifier. Bryan Styles was nominated for a FENZ Celebrating Success award.

Regional Transport Committee Technical Advisory Group met and is starting work on the Development of the 2021 Regional Land Transport Plan (RLTP).

2. Water supply

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

Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MAY	YTD	MAY	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		440		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%		100%		

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2008*	FTN: Yes GYT: Yes MTB: Yes		FTN: Yes GYT: No MTB: No		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2008	FTN: Yes GYT: Yes MTB: Yes		FTN: Yes GYT: No MTB: No		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0	0	0	0
The total number of complaints received by the local authority about drinking water pressure or flow per 1000 connections	<15	0.25 per 1000 (1 complaints)	4.0 per 1000 (13 complaints)	1	13
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.25 per 1000 (1 complaints)	7.3 per 1000 (24 complaints)	1	24
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0 per 1000 (0 complaints)	4 per 1000 (14 complaints)	0	14
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(1/3) 33%	Median Time 26mins	1	19
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(3/3) 100%	Median Time 3h 45mins	3	19
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	(20/22) 91%	Median Time 21h 24mins	22	374
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	(19/22) 86%	Median Time 29h 30mins	22	374
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%	20%	20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		20%		

There have been ongoing discussions around discussion groups in the wider region, to improve our understanding and responsiveness to the changing environment since the Havelock North Inquiry. This will also allow a forum to exchange ideas and raise lessons learned.

There was the Boil Water Notices in Martinborough in February and April, which are on-going and covered in more detail in other reports. The temporary chlorination of the water supply has worked well, with the tests showing a stable chlorine level through the network. Work is ongoing to address other risks highlighted during the investigation, including backflow risks.

Featherston (Waiohine) and Greytown bore plants operated well during the period. Work continues on the additional storage and fourth bore to enable the supply of both Featherston and Greytown. The first bore site was not suitable, so an alternative location is being tested in early May. The alternative site is due to start drilling in Mid-June.

3. Waste water

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

3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2017/18	COMPLAINTS		INCIDENTS	
		MAY	YTD	MAY	YTD
Attendance time: from notification to arrival on site	< 1 Hr	0/4 (0%)	Median Time 1h 13min	4	42
Resolution time: from notification to resolution of fault	< 4 Hrs	0/4 (0%)	Median Time 11h 50min	4	42
No. of complaints per 1000 connections received about sewage odour	< 15	1 per 1000 (0.24 complaint)	0.75 per 1000 (3 complaint)	1	3
No. of complaints per 1000 connections received about sewage systems faults	< 15	0	2.4 per 1000 (10 complaint)	0	10
No. of complaints per 1000 connections received about sewage system blockages	< 15	0.72 per 1000 (3 complaint)	5.2 per 1000 (22 complaint)	3	22
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	1/4 (25%)	74% (28/38)	4	38
Number of dry weather sewerage overflows per 1000 connections	<10	0	0	0	0
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
% of resource consent conditions complied with to mainly complying or better*	90%		98%		
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0

3.2 Consents

The evidence of the Officers has been submitted for the Featherston Consent and we are awaiting the officers' response and submitters. Further investigations are being organised, a more in-depth investigation of the land treatment area, involving the drilling of 13 additional investigation bores. Further water quality sampling through the treatment plant for different pathogens.

The Featherston Community Board has asked for a report on the consent to date and costs. This has been actioned at the board meeting and the end of April.

Martinborough irrigation has finished for the season, with the wastewater removed from the Ruamahanga River for 26% of the time in the previous year.

The Greytown plant has been operating well, and the irrigation to land is ready to run after commissioning runs in May. A presentation day is planned in the 19th of June.

4. Storm water drainage

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

Key Performance Indicators

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

There was one storm water blockage reported during the period.

5. Land transport

SERVICE LEVEL – Roads are maintained to ensure they are safe and comfortable to travel on. Footpaths can be safely used to get around town.

5.1 Key Performance Indicators

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

5.2 Roading Maintenance – Fulton Hogan

Works were completed on the realignment of the carriageway at the Gluepot on Te Awaiti Rd.

Sealed road digouts were completed on White Rock Road. Settlement levelling along the Whakapuni Hill section of White Rock Rd and also Hinekura Road from Hikerewa Road.

Shoulder removal and drainage works were completed on Cape Palliser Road and Campbell Drive.

400 tonne of Rip Rap rock was delivered to Cape Palliser Road for the Managatoetoe Bridge pier scour protection.

182.1 km of unsealed roads graded in May. The tow behind roller was attached during the month and 45.5 km of road was compacted following grading.

2596 cubic metres of maintenance aggregate was applied to the unsealed road network.

Greytown, Featherston and Martinborough had various kerb and channel swept as part of the monthly cycle.

The autumn mowing cycle of rural roads was completed along with the spraying of unlined water channels, sign bases, bridge approaches and edge marker posts.

5.3 Other activities

Tora Farm Bridge works commenced during the month, and this work is expected to carry over to next Financial year.

Higgins Contractors completed a culvert extension on Western Lake Road, this work was delayed due the requirements to lower a Fibre Optic cable by Chorus.

The first audit of the street light network following the LED up-grade has been carried out to determine the urgent needs for infill lighting. A breakdown of the three towns is shown below with an initial estimate of \$85,000.00. There is limited budget within NZTA Work 341 Category Low cost Low risk improvements to spread this out over 2 years.

Greater Wellington Regional Council is also requesting additional and or improved lighting at Bus Stops.

Martinborough Infill LED's			
	Pole #	Address	Notes
Cologne Street	376295	54/56 Cologne	Add light
	376256	46/48 Cologne	Relocate from 813308 #50 Cologne
	376255	13 Cambridge Rd	Add light - pole located on Cologne St
Ohio Street	465097	1 Ohio St	Add light
Sackville St	813335	71 Dublin St Cnr	Add light - pole located on Sackville St
	813345	69 Naples st Cnr	Add light - pole located on Sackville St
	813353	62 Strassbourge St Cnr	Add light - pole located on Sackville St
	813355	35 Sackville St Cnr Cologne St	Add light
	813358	41 Sackville St	Add light
Regent Street	813174	89 Venice St Cnr	Add light - pole located on Regent St
	T2504	107 Regent St	Add light
Grey Street	459941	Opposite 14A/18 Grey St	Add light
	459732	Cnr Roberts St	Add light - pole located on Grey St
Malcolm	813678	Cnr Jellicoe St	Add light - pole located on Malcolm St
Ferry Rd	813651	opposite 23 Ferry Rd	Add light & spans of ST/Lt pilot
Broadway St	845155	30/32A Broadway St	Add light & spans of St/Lt pilot
Jellicoe St	459713	71A Jellicoe St	Add light

Featherston Infill LED's			
	Pole #	Address	Notes
Birdwood Street	814453	Opposite 17 Birdwood St	Add Light Located near Hayward Street Cnr
Birdwood Street	814457	Opposite St Tersea's School	Add LightCnr Bell St
			Add LightLocated between Tait & Bell streets
Birdwood Street	452472	4/6 Birdwood St	
Daniell St	814396	Opposite #3 Police Station	Add light
Daniell St	814384	18/20 Daniell St	Add light
Daniell St	814380	34 Daniell St Brandon Cnr	Add light
Underhill Rd	372662	opposite 79 Underhill Rd	Add light
Kereru Grove	Underground	6 Kereru Grove	Add Light and Cut into exisiting UG St/Lt Cable
Revans St/Donald St Cnr	367444	Remove existing B outreach Arm	Replace and Install F type outreach arm
Johnston St	855094	Along walkway near rail line	Add 2 lights andInstall cable & 2 x Ocyllite poles along new walkway
William Benton St	845257	#34 Wallace St / William Benton Cnr	Add Light
Wallace St	Underground	Flag into McKerrow Place	Install underground from existing light outside 47 Wallace St. Install Ocyllite
Wallace St	814597	82 Revans / Wallace St Cnr	Located on Wallace St
Waite St	448151	73 Waite St Cnr Woodward St	Add light

Greytown Infill LED's			
	Pole #	Address	Notes
West Street	818599 to 818601	#26 to #24 West St	Relocate on West St
West Street	818311	68 West St	Add Light West St
West Street	818599	#77/79 West St	Add Light West St
West Street	818556	#116A West St opposite Fresh Choice	Add Light and Replace outreach arm with taller "B" type arm
West Street	842056	T2144	Add Light Outside Westhaven Flats 190 West St
Kuratawhiti Street	818300	Opposite #22	Add Light Kuritawhiti St
Kuratawhiti Street	818293	Opposite #32	Add Light Outside Playground
Kuratawhiti Street	818313	3B Kuritawhiti St	Add Light Kuritawhiti St
Kuratawhiti Street	818597	30 Kuritawhiti St	Add Light Kuritawhiti St
Kuratawhiti Street	818269		Add Light Cnr James Kidd Place - look at higher wattage
Humphries St	818439	20 Humphries St Bus Stop	Add Light and Replace teleco pole replace existing NS road crossing with 3 core
Orchard Rd		Replace existing control gear with LED units	Replace 3 geartrays
Westward Ave		Replace existing control gear with LED units	Replace 15 geartrays
East Street	818148	8 McMaster St	Add Light Pole located on corner East Street
McMaster St	818145	14 McMaster St	Add Light
Wood Street	818341	17 Wood St	Add Light

Udy Street (Greytown) and Settlement Road off Battersea Road will be added to the RAMM database in July/August to enable the formed sections of these roads to be maintained under the existing Councils NZTA subsidised roading budgets. Greytown Trust Lands Trust is also working through the improvement process to have Arbor Place in Greytown vested in the SWDC ensuring all future maintenance site with the SWDC.

All bridge inspection for 2018/2019 year have been completed by Calibre Consulting

5.4 Wairarapa Regional Cycling Coordinator Update

A comprehensive database of all Cycling Stakeholders has been created and will be used to form an ongoing communication plan. This includes all Trusts and Advisory Groups operating in the Wairarapa Region in either the Cycling or Trails Space.

Erin has attended 3 Wellington Regional Trails Coordination Committee meetings in Upper Hutt as the Wairarapa Representative on behalf of all 3 TA's to feed back to Wairarapa Trails Advisory Group.

She has attended the Trails Regional and Industry Engagement Forum held in Wellington along with Catherine Rossiter-Stead to be a link to the Wairarapa and see how they operate this model in Wellington.

Erin has met multiple times with the 5 Towns Trails Trust CE and Chairman and will assist where possible within the scope of the role to engage Stakeholders in the work of the Trust and the development of a Master Plan for the project.

She has organised, attended and been secretariat for 3 Wairarapa Trails Advisory Group Meetings as well as has organised and run her first Cycling Stakeholders Forum which was held on Monday, 15th March 2019. Over 35 people attended including Accommodation Providers, Cycle Businesses, Cycling/Sports Clubs, Councillors and Council staff including GWRC, Trustees of various Trusts, Cycling event organisers, and Destination Wairarapa.

Included in the line-up was a review of what has changed since the first Forum eighteen months prior run by Catherine Rossiter-Stead. Erin was introduced, and an overview of her role given. A presentation was made by the Wairarapa Moana Trail Project – a new trail concept by a group in Featherston to access Lake Wairarapa. Catherine gave a Huri update on events around the Region. 5 Towns Trail Trust shared their vision and new direction with the idea of a Master Plan for the project and asked for Stakeholder input. Stu Edwards from Green Jersey Cycle Tours was the guest speaker. He talked about Cycle Tourism and backed the 5 Towns Project idea.

Erin has created a questionnaire to get as many details from those present as possible and asked for feedback. The feedback received was very positive and a plan of 6 monthly Forum frequency has been agreed. She subsequently shared the presentation to all Stakeholders via email along with a Thank-you for those that attended and presented.

She has started to assist with Huri Website & Facebook Page sharing events and has been added to the Wairarapa Road Safety Council meetings as the regions Cycling Advocate and attended the first meeting on Thursday, 18th April 2019.

6. Amenities

The Amenities team is responsible for the management of Council's parks, reserves and other amenities. The team looks after twelve parks, thirty-one reserves, forty-one buildings, five sports facilities, four cemeteries, eleven public toilets and twenty-two other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and is also responsible for the management of the libraries.

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

6.1 Key Performance Indicators

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

6.2 Community housing

The insulation assessment has been conducted in all of the community housing flats by Energy Smart. Westhaven, Burling and Matthews flats all complies with the requirements of the Residential Tenancy Act for Insulation requirements. Currently waiting on a final report for Cicely Martin flats.

The spouting and exterior of Burling and Matthews flats were cleaned by Wash Rite last month, May.

6.3 Cemeteries

Currently waiting for contractors to start work on the new ashes wall at the Featherston cemetery.

6.3.1. Purchases of burial plots/niches 19 April to 9 June 2019

	Greytown	Featherston	Martinborough
Niche	2	0	0
In-ground ashes Beam	0	0	0
Burial plot	3	0	0
Services area	0	1	0
Total	5	1	0

6.3.2. Ashes interments/burials 19 April to 9 June 2019

	Greytown	Featherston	Martinborough
Burial	2	1	1
Ashes in-ground	0	0	0
Ashes wall	0	1	0
Services Area	1	2	0
Total	3	4	1

6.4 Events

6.4.1. Featherston

Completed events:

Cross Creek Railways – Summer Miniature Train Rides – held Friday nights, Saturday and Sunday September 2018 through to April 2019

Featherston Booktown – being held 9 – 12 May 2019



Future events:

The Time Travellers Ball – being held Saturday, 22 June 2019 at the ANZAC hall

New Zealand String Quartet – being held Friday, 28 June 2019 at the ANZAC hall



6.4.2. Greytown

Completed events:

Wairarapa Balloon Festival – held Saturday, 20 April 2019



Mother's Day Fun, Run/Walk – held Sunday, 12 May 2019

Future events:

The Greytown Woodside Rail Trail Fun Run – held every Saturday starting 3 November 2018

6.4.3. Martinborough

Completed events:

Wairarapa Balloon Festival – held Sunday, 21 April 2019

PB Easter Egg Hunt – held Friday, 19 April 2019

Future events:

Monster Book Fair – being held Friday 14 June (7pm) to Sunday 16 June 2019 at the Martinborough Town Hall

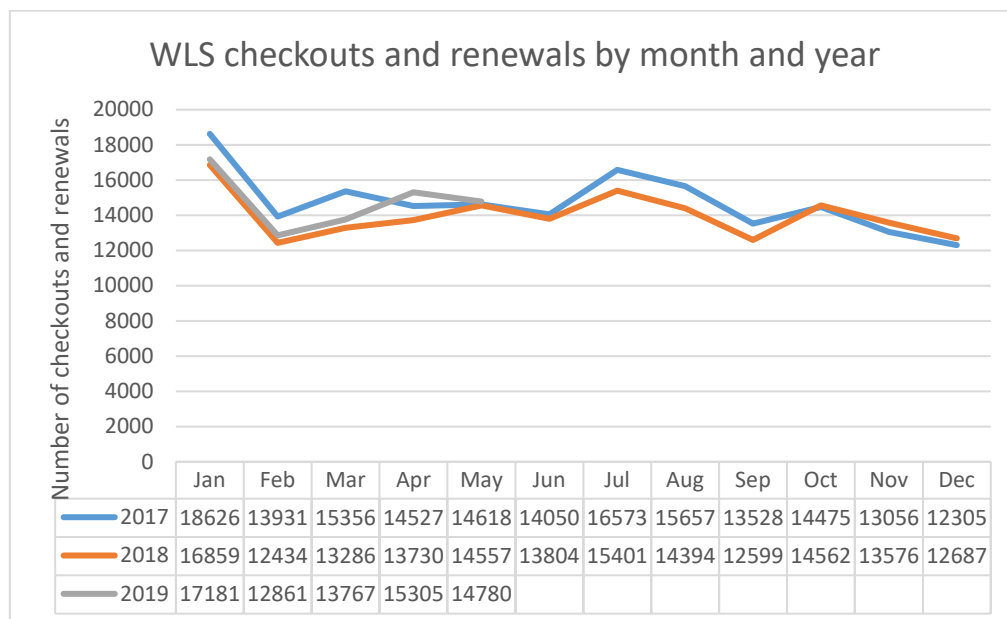
7. Wairarapa Library Service – May 2019

7.1 Statistics

7.1.1. Issues and renewals

Physical items

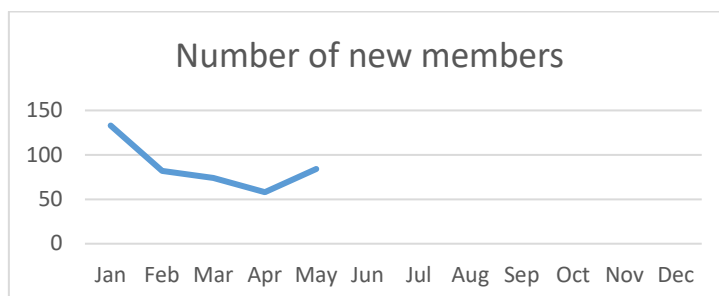
	Carterton	Featherston	Greytown	Martinborough	TOTAL
Number of issues and renewals – May 2019	5890	2626	3245	3019	14780



7.1.2. New Members

New library members for May 2019

	Carterton	Featherston	Greytown	Martinborough	TOTAL
Number of new users registered – May 2019	29	13	17	25	84



7.1.3. Computer and Wi-Fi access

There is only data available for the public access computers in Carterton library.

On 29th of May Carterton library's public PCs were upgraded to Chromestations and Chromebooks. This reflects the change in worldwide

computing to cloud based computing and affords more flexibility in how the computers are used.

Public Computer Use	Carterton Pre-Chromebook	Carterton Chromebooks	Carterton total
Number of public computer uses	443	75	518

Statistics for the Public Access Wi-Fi are now available again. Due to the large number of missing data points it will not be possible to look at annual or monthly trends or comparisons yet.

Please note that these statistics are for April, not May.

Public Wi-Fi Usage	Carterton	Featherston	Greytown	Martinborough	TOTAL
Number of public Wi-Fi logins	726	1683	1381	N/A	3790

7.2 In-house library events and initiatives

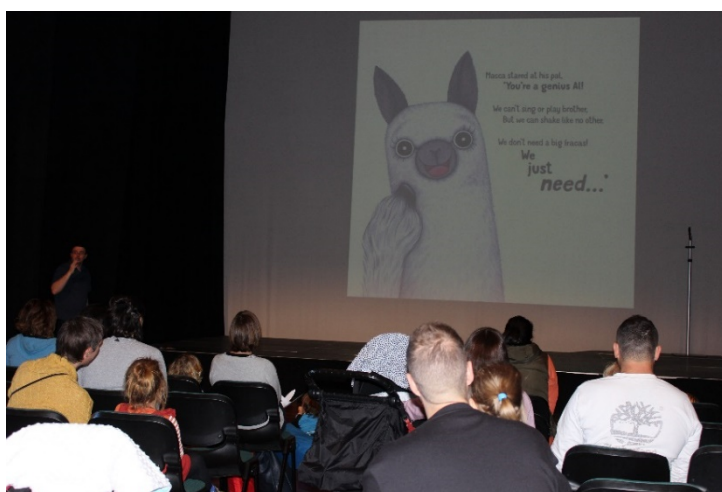
7.2.1. Carterton

Displays

Adult displays	Junior displays
'Nordic Thrillers'	'May the fourth be with you'
	'Warning – Pirate books!'

Events

Alpacas with Maracas: On 22nd of May, Carterton library participated in the International Simultaneous Storytime Session. The book read worldwide was "Alpacas with maracas". At Carterton we also led the children in a craft activity and had live alpacas on display.



1. Quintin leads Carterton children reading 'Alpacas with Maracas'



2. The children got up close and personal with live alpacas.



3. Relaxing after making alpaca masks.

Other initiatives

Carterton library implemented a technology upgrade, led by APNK (the suppliers of our public access computing). The library now has 2 fixed Chrome stations and 8 portable Chromebooks available for use within the library. The tech upgrade also included a software management upgrade, allowing library staff to better manage computer allocation and printing services. Come in for a demonstration!

7.2.2. Featherston

Displays

Adult displays
'I Can't remember the title, but the colour was blue'

Events

- Alpacas with Maracas: On 22nd of May Featherston library participated in the International Simultaneous Storytime Session. The book read worldwide was 'Alpacas with maracas'.
- Booktown, the Library hosted a massive Harry Potter Quiz in the Featherston School Hall, Quiz Master, Juanita McLellan and Sam Wiblin with 10 House Elves from Kuranui College attending the tables.
- The Library hosted 'Puffin the Architect' author for a reading and book signing.
- Regular preschool programme attendance is up to 15 children plus parents/caregivers (including 3 dads).
- Penny attended training on Blue Cloud Analytics to enable her to produce reports.



4. 'Alpacas with Maracas' at Featherston



5. Harry Potter fans



5. Kimberly Andrews enchants with her book 'Puffin the Architect'



6. Book bugs attendance is increasing

Other initiatives

- Featherston has extended its hours on Thursday night until 7.00pm.
- Beginners crochet class with 6 attendees.
- Penny attended ECREAD'N meeting in Masterton to finalise Winter Warmers and to submit the Funding Application to the Eastern & Central Community Trust.

7.2.3. Greytown

Greytown's opening hours have been extended to include a late night on Tuesday until 7.00pm.

7.2.4. Martinborough Displays



Other initiatives

- Martinborough has extended its opening hours on Saturday until 2.00pm.
- Alison Lintern attended training on Blue Cloud Analytics to enable her to produce reports.

8. Solid waste management

SERVICE LEVEL – Recycling stations are accessible and maintained. Refuse and recycling collection services are provided, and waste minimisation actively promoted.

8.1 Community

Holiday Programmes

Six workshops were run by the Zero Waste Coordinator at both the Carterton Event Centre – creating games out of recycling (25 kids attended) and at the Connecting Communities Holiday Programme held at Colombo Netball Centre Masterton – making bamboo straws (80 kids).

Featherston Organics Week

The Zero Waste Coordinator gave a Zero Waste presentation and a Beeswax wraps workshop.

Kate Meads

Waste Free living and Waste Free Parenting events held on 29th of May 2019 at both Greytown and Martinborough were both attended well.

Masterton event will be 13th May and is already sold out.

Mainstream Green

Nic Turner has a fundraising event bringing her 'Living with Less' workshop to Clareville Bakery 8th of May. She also is meeting with a Wairarapa business and an NGO discussing behaviour change within their business and community.

Pare Kore is in the final stage for MFE funding and announcement of a Wairarapa Kaiarahi to facilitate this by mid-May.

8.2 Education

Waste Forum coming up on 17th of May hosted by Hutt City to be attended by the Zero Waste Coordinator.

Event Packaging Guidelines brochure is in its final stage for event organisers and vendors in the wider Wellington region. This project is to provide consistency of information for the whole region where many vendors travel throughout the region for events. We will have workshops within the region for event organisers/community groups/vendors to be able to attend.

9. Appendices

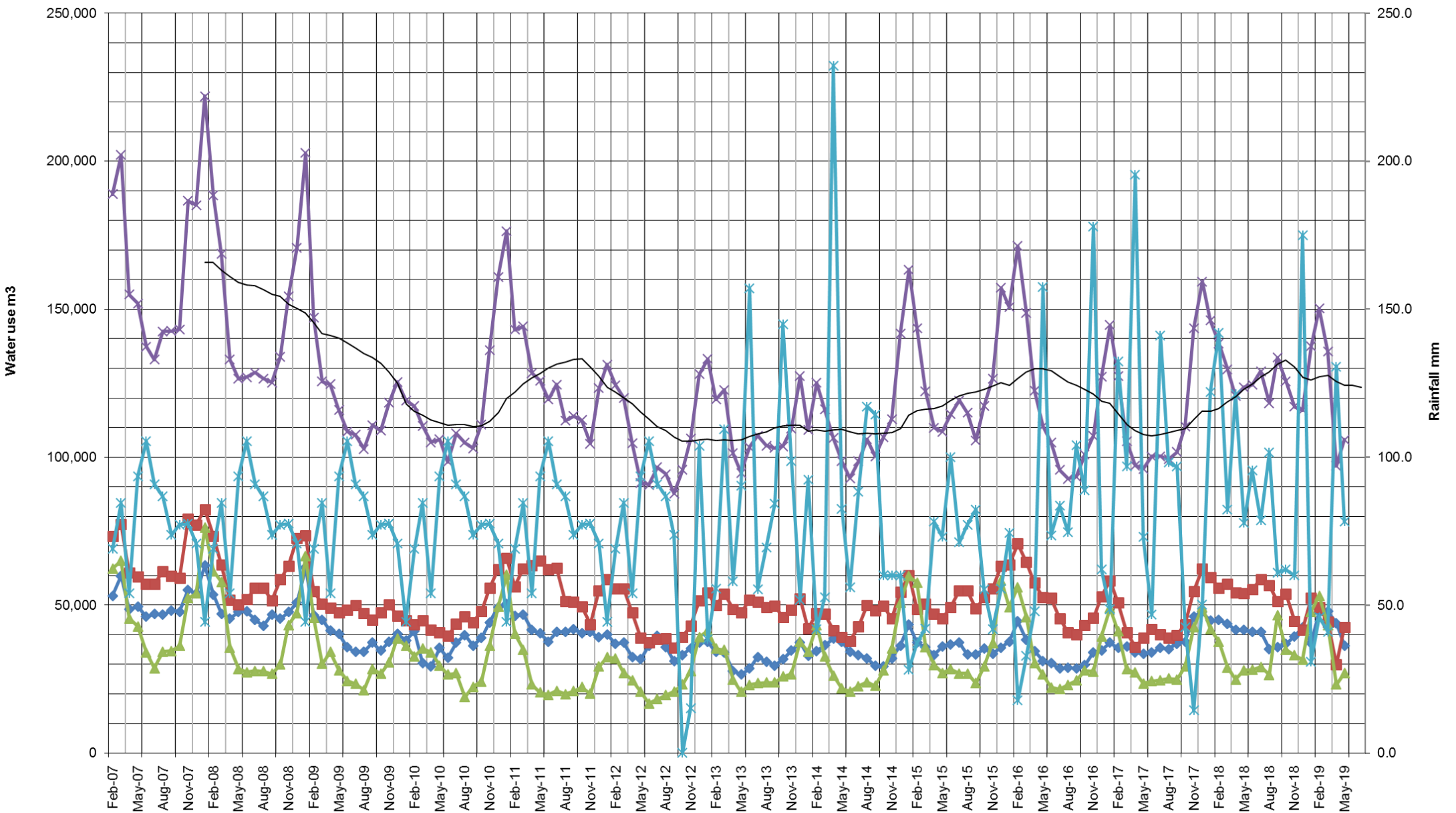
Appendix 1 – Monthly water usage

Appendix 2 – Waste exported to Bonny Glen

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

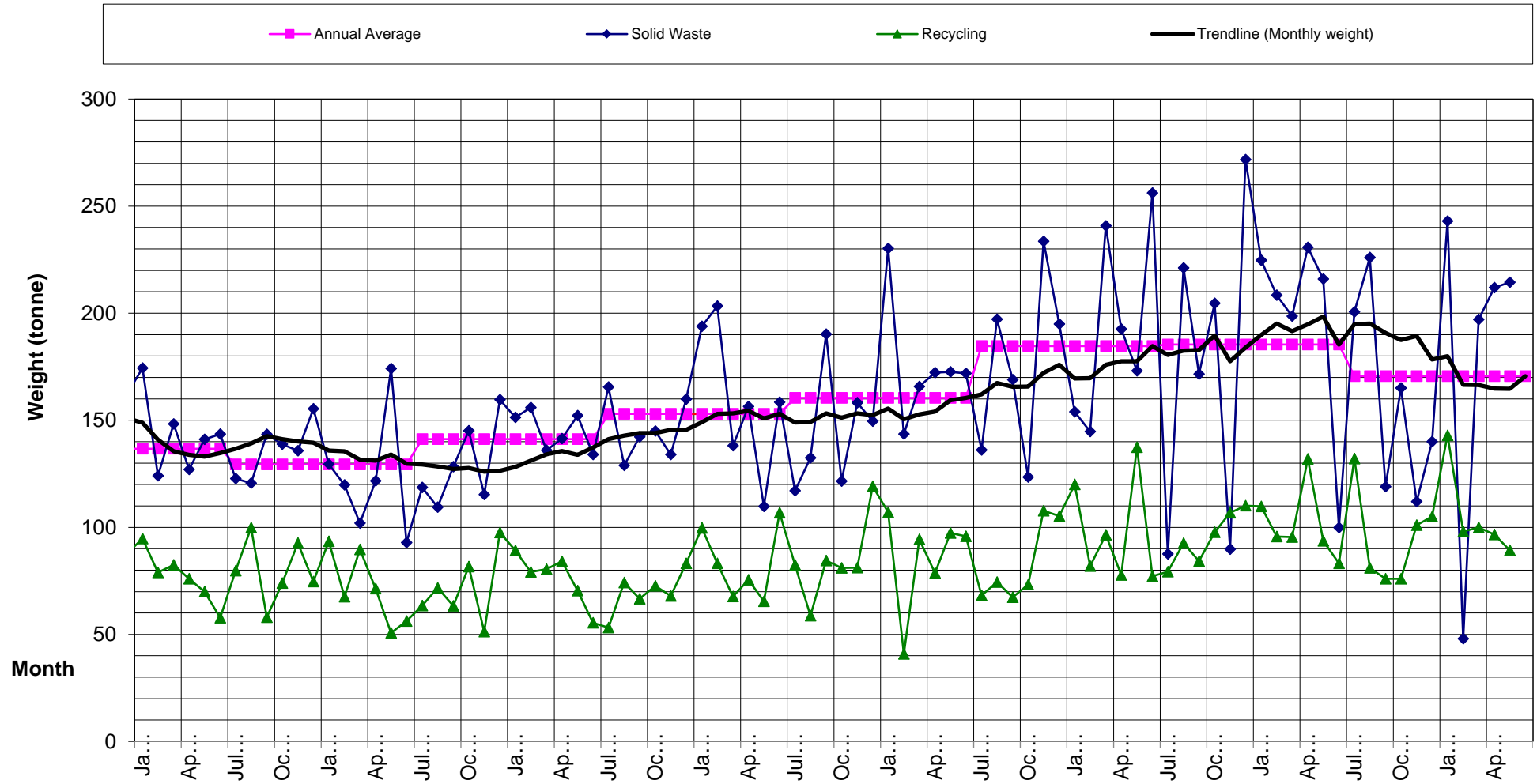
Appendix 1 – Monthly water usage

Water use South Wairarapa District Council



Appendix 2 – Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



FINANCIAL REPORT

1. Background

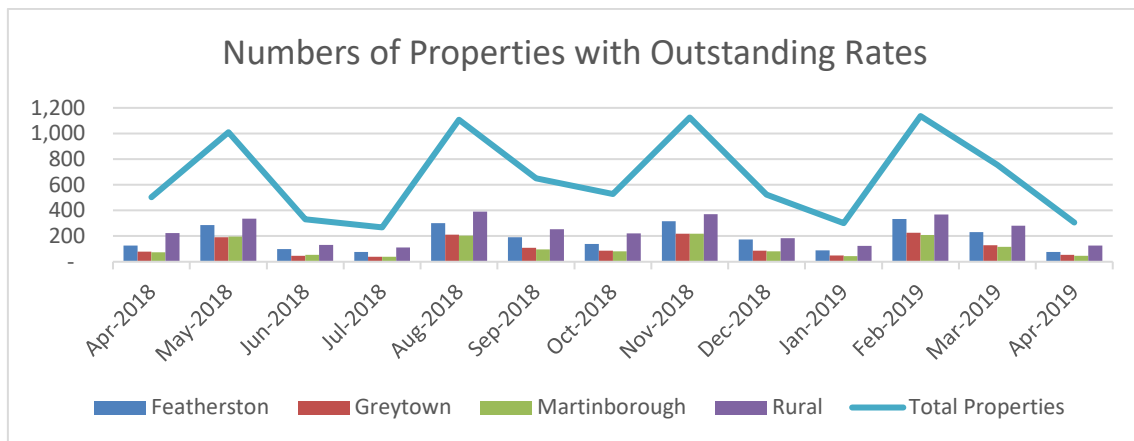
Following is the relevant information from the Finance, Audit and Risk Committee Report that may be of interest to community boards:

- Rates arrears report to 30 April 2019

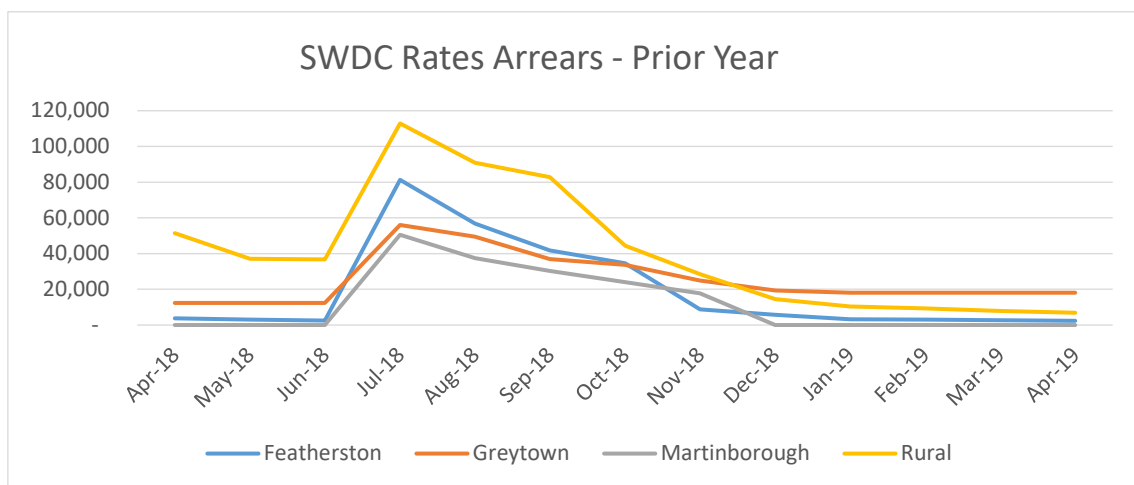
2. Summary

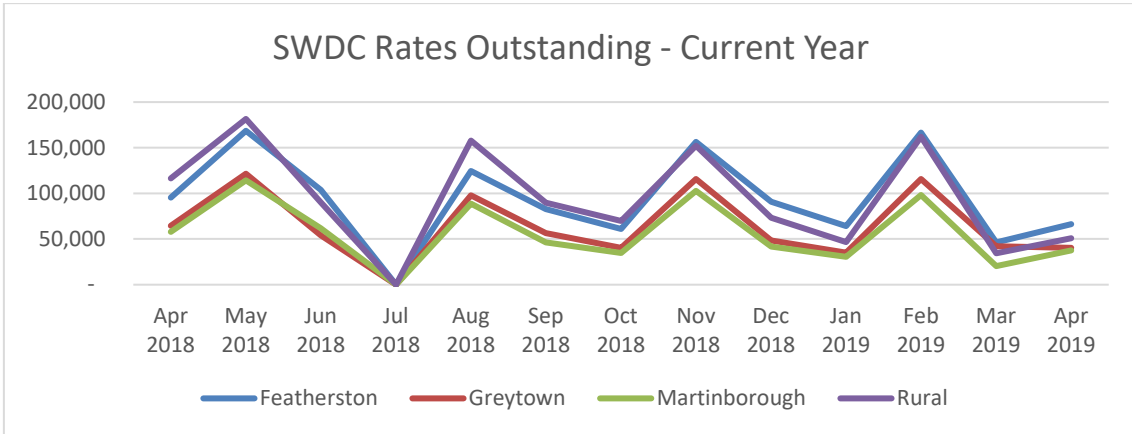
2.1 Rates Arrears

The rates arrears graphs below show continued improvement in the recovery of overdue rates which is due to a consistent approach to dealing with our overdue debtors.



The total amount owing in arrears from prior years is \$30,000, possibly an all-time record. This represents 8 ratepayers of which 3 are on repayment plans, 3 have issues with the title of their property, 2 lodged with debt collectors.





MĀORI STANDING COMMITTEE

29 JULY 2019

AGENDA ITEM 6.2

ACTION ITEMS REPORT

Purpose of Report

To present the Committee with updates on actions and resolutions.

Recommendations

Officers recommend that the Committee:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Committee 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 remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 29 July 2019

Contact Officer: Angela Williams, Committee Advisor

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – Action Items to 29 July 2019

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Actioned	Notes
66	13-Feb-17	Action	Terry Te Maari	Follow-up the outcome of the proposal to move the waka currently held at Te Papa to Aratoi and then discuss in workshop	Parked	27/3/17: The owner wanted the waka to be in the public space. 12/2/18: Mr Tipoki and Mr Te Maari undertook to contact Aratoi and Te Papa about waka repatriation. 14/2/18 Original resolution and letter from Aratoi to Mayor Staples forwarded to MSC 11/2/19: CEO suggested this stay on the register in the way of a long-term project/goal or that may be able to be incorporated into other initiatives such as Dark Sky, Māori compass.
63	11-Feb-19	Action	Russell	Arrange a workshop to discuss and organise an appropriate structure to address the issue of the process for reviewing the rural resource consents from a Council and MSC perspective	Open	Recent meeting held with staff, Reuben and MSC reps, focus given to obtaining access into archsite, site information. Further discussion on topic raised may be needed. 17/6/19: Will be picked up with MSC TOR development and mapping projects.
176	25-Mar-19	Action	Russell	Contact the policies team at GWRC and query what policies are in place for preventing the practice of scattering human ashes on rivers and lakes	Actioned	Will further raise it with GWRC, await a reply regards the scattering of human ashes. 17/06/19: Awaiting response on the scattering of ashes in waterways. Scattering of ashes is prohibited in regional parks. 22/7/19: This is a matter for GWRC.
278	6-May-19	Resolution	Narida Hooper	MSC RESOLVED (MSC 2019/16): 1. To receive the LTP Funding and Grant/Expenditure Process Report. 2. To agree that MSC funding will be made available for grant funding and MSC project initiatives. 3. To agree in principle to the use of a grant and accountability form, subject to criteria being developed and presented at the June meeting. 4. To agree that the revised forms would be made available on Council's website. 5. To agree that any requests for funding must be made on the appropriate form. 6. To note that community grant funding and Committee expenditure must be made by resolution at a formal meeting. 7. To note that if funding from the 19/20 year is unspent a request to Council to carry over the funding should be made. 8. To note that if additional funding is sought, a request should be made to Council as part of the annual planning process by the 8 May 2019. (Moved Hooper/Seconded Te Whaiti) Carr	Open	#3 and #4 to be picked up following release of new MSC TOR. 10/6/19: Grant Application(#3) on agenda for discussion 17 June. 22/7/19: Financial Management paper on agenda for 29 July meeting. ToR (#4) underway

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Actioned	Notes
281	6-May-19	Action	Russell	Setup a google docs one-page spreadsheet summary of all rural resource consent subdivisions under cultural review; to include the date the application was sent to members and the close-off date for feedback	Open	MSC request that the spreadsheet is populated/ 22/7/19: A summary of the application (for cultural rural review) and template to be provided and explained to the MSC. MSC will then need to update as a Committee.
282	6-May-19	Action	Mark	Create opportunities for South Wairarapa district libraries to work with the Maori Standing Committee to promote Maori Language Week (9-15 September 2019)	Actioned	10/6/19: Meeting held with the Wairarapa Libraries Service (WLS) and will discuss. 17/6/19: Request that the Library Manager to liaise with Amiria Te Whaiti about ideas 5/7/19: WLS manager has met with Amiria and discussed signage, with a view to improvements. Amiria will be invited to come and talk at the next WLS Committee Meeting (21st August).
287	6-May-19	Action	Mark	Review options for SMS/compacting rubbish bins for the coastal areas	Open	10/6/19: Reviewing options against the current arrangement. Maybe able to trial one. 17/6/19: People are putting in home rubbish, either move forward with trial or remove completely to encourage rubbish to be removed.
288	6-May-19	Action	Mark	Provide an email update to members on the progress to remove the pine trees at Lake Ferry	Open	10/6/19: Enquiries have been made but unable to locate a logging firm at this stage that would want to take on this work. 17/6/19: Email update sent to members advising Foreset360 are sourcing additional tree felling expertise form the Nelson/Marlborough region, due to local resource being fully committed and nervous of the extreme high risk due to the felling being so close to residential properties. 20/6/19: Email update sent advising 360 Forestry are looking at the area next week, will need to evacuate approx 4 properties to undertake the work. Suggesting this be done in summer. 9/7/19: Sent email to 360 Forestry to follow-up and advise a meeting would be held with the ratepayers Association and requested update. 13/7/19: Meeting held with Ratepayers Association to discuss progress. 22/7/19: Awaiting further response from 360.
289	6-May-19	Action	Mark	Investigate to see if more information is available on the wahi tapu site identified in one of the Featherston golf club soil condition reports	Actioned	10/6/19: There was nothing identified, only mention was that the buffer distances would need to be adjusted IF a wahi tapu site was identified. There is nothing in the LEI report. Not aware of any sites and there is nothing identified in the district plan or on the WRC website.

Ref #	Raised Date	Action Type	Responsible Manager	Action or Task details	Actioned	Notes
443	17-Jun-19	Resolution	Jennie	MSC RESOLVED (MSC 2019/23) to grant the South Wairarapa Kahui Ako \$1,000 to assist with the running of a Matariki celebration at Hau Ariki Marae. (Moved Roera/Secoded Hooper) Carried	Actioned	10/7/19: Will be added as a commitment to Income and expenditure report. Letter sent confirming funding.
444	17-Jun-19	Action	Russell	Conduct a review, and replace signs as needed for the following: Waihenga Lane in rural Martinborough should be Waihinga Lane, Rimutaka Cycle Trail should be Remutaka (blue and white sign near Featherston Railway Station, improved signage to Hau Ariki Marae	Open	22/7/19: Signage improvements request noted and will be corrected.
445	17-Jun-19	Action	Jennie	Circulate notes from the workshop with Ngati Hikawera, Mayor Napier and CEO, Paul Crimp	Actioned	18/6/19: Notes circulated.
446	17-Jun-19	Action	Harry	Setup a meeting with Ngati Hikawera representatives and Council to progress an MOU/conditions for use of Waihinga Centre	Actioned	10/7/19: Meeting held with Tiki McGregor at the Hau Ariki marae. Ngati Hikawera and Hau Ariki are working together to progress a way forward and will report back to the Council the outcome of discussions.
447	17-Jun-19	Action	Jennie	Liaise with those leading the MSC Mapping Working Party in order to get information required for expense claim reimbursement	Actioned	30/6/19: Information collected.
448	17-Jun-19	Action	Russell	Advise the MSC how the information learned by the MSC Mapping Working Party could be added to the District Plan	Actioned	3/7/19: Completed. Refer to attached email.
449	17-Jun-19	Action	Jennie	Discuss at senior management level making budget available and progressing training for senior staff and elected members on Te Reo pronunciation	Actioned	9/7/19: Discussed at ELT.

Susan Mitchell - Records and Archive Officer

From: Russell O'Leary - Group Manager Planning and Environment
Sent: Wednesday, 3 July 2019 9:38 a.m.
To: Susan Mitchell - Records and Archive Officer
Subject: RE: Questions from Mapping/Cultural Overlay Working Party

Hi Susan

Below is the typical way forward regarding the topic of how the Heritage/Archaeological/Wāhi Tapu sites are identified in the District Plan, and whether/how information can be added as new important sites are discovered/surveyed/catalogued.

The adding and expansion of the list of heritage/archaeological sites within a district need to be captured as part of the District Plan process. We are shortly to commence the review of the Wairarapa Combined District Plan with Carterton and Masterton District Council. This review work is a process that will involve public notification of information, allowing for submissions, and can take around two years to produce a new district plan. The work can identify/clearly establish locations of early pa sites, and help identify areas of cultural heritage points along the coastline of the district.

In the meantime we can work with the group, to steadily build up the useful cultural information that would contribute to the plan review information on known/identified heritage sites etc.

In the longer term also, if other sites are identified much further down the track, after the district plan review/completion, then those several additional sites could be captured and shared through a separate plan change update.

Regards
Russell

Russell O'Leary
Group Manager Planning and Environment



South Wairarapa District Council
06 306 9611 x 843
PO Box 6 Martinborough 5741

AGENDA ITEM 6.3

MANAGEMENT OF MĀORI STANDING COMMITTEE BUDGET 2019-20

Purpose of Report

To present the Māori Standing Committee (MSC) a summary of the process for managing their budgets and the reporting that will be provided by Council staff to enable them to monitor and plan the usage of those budgets.

Recommendations

Officers recommend that the Māori Standing Committee:

1. *Receive the information.*
2. *Agree the proposed method for approving use of the MSC operating budget.*
3. *Agree what portion of the operating budget of \$20,000 will be used for community grants.*
4. *Agree to a method by which the grants approved for the three marae will be distributed.*

1. Executive Summary

As part of the 2019/20 Annual plan process, the Māori Standing Committee (MSC) requested Council provide them with an operating budget to carry out their functions on behalf of Council. Council approved a total of \$20,000 pa in addition to meeting fees and travel reimbursements, to be used by the MSC in a similar way to the operating budgets managed by the three community boards. In addition, Council approved a total of \$27,000 grant funding for the 2019/20 year to assist in the maintenance and development of marae in the district.

2. Background

Council have approved two sets of funding in response to the MSC submission to the 2019/20 Annual Plan:

- An annual operating budget of \$20,000 pa to be used by the MSC in a similar way to the Community Board (CB) operating budgets.

- A total grant pool of \$27,000 to be used for the maintenance and development of the three marae in the district. This is a one-off grant for the 2019/20 financial year.
- Council also agreed the carry forward of the unused portion of the \$10,000 granted to MSC for the 2018/19 financial year.

Officers are presenting this report to advise MSC members of the way in which the operating funding will be administered and the reporting that will be provided at each MSC meeting in the future to enable the MSC to manage their annual budget.

3. Considerations – Operating Budget

As the management of an operating budget is a new process for MSC members, officers wanted to share the practice that has been in place for the CBs operating budgets which enables them to ensure they operate within their budget each year. MSC also need to ensure that expenditure is approved by resolution in a transparent way so that ratepayers are aware of the initiatives MSC are supporting.

Attached as Appendix 3 is an example of a recent report to the Greytown Community Board (GCB) in which the chair proposed various ideas for using the budget for approval by the GCB as a whole.

Officers propose that a similar method be used by MSC whereby members including the chair can propose ways they wish to spend the budget available to them and these are approved by resolution which give the SWDC finance team the authority to pay the relevant invoice once received.

Attached at Appendix 4 is an example of the Income and Expenditure report that Council staff will present to each MSC which shows the expenditure to date as well as committed expenditure. This shows the funding carried forward from the 2018/19 year being the unused Grant funding and the funding allocated for the work being led by Amber Craig.

4. Considerations – Grant Funding

MSC also needs to decide how it will administer the \$27,000 allocated for marae funding for the current financial year. At a previous MSC meeting it was agreed the \$10,000 grant funding approved for the 2018/19 financial year would be allocated based on a grant application form being completed and considered at a MSC meeting. It was also thought the applicant should attend the MSC meeting to speak to their proposal and answer any questions. It is recommended the same process is followed for the marae grants.

Officers propose that MSC write to the three marae, advise them there is a grant pool of \$27,000 to be spent in this financial year and ask each marae to submit a grant application form indicating how they would spend a grant if approved. They would then need to send in an accountability report once their project was completed, to indicate how the funds were spent.

The MSC submission implied that MSC intended to split this grant funding evenly between the three marae so the letter would indicate they would have a total of \$9,000 each they could apply for.

This may be applied for in one application, or gradually throughout the year as needed. The administration time and effort would be less if one application for the full grant amount was sent by each marae.

5. Appendices

Appendix 1 – MSC Annual Plan submission to SWDC 2019/20 year

Appendix 2 – SWDC response to MSC Annual plan submission 2019/20

Appendix 3 – Greytown Community Board example of budget approvals

Appendix 4 – Example of monthly reporting to MSC re budget

Appendix 5 – Example of Featherston Community Board report April 2019

Appendix 6 – Example of Martinborough Community Board budget split by strategic objectives

Appendix 7 – Criteria used by Masterton District Council to distribute Marae Development Funding

Prepared By: Jennie Mitchell, Group Manager Corporate Support

Reviewed By: Harry Wilson, Chief Executive Officer

Appendix 1 – MSC Annual Plan Submission to SWDC

South Wairarapa District Council
19 Kitchener Street
Martinborough 5711
8th May 2019

Tēnā koutou

Our aspiration ***“to see our marae flourish once again, to see our people living on the whenua of their tipuna. To embrace economic development in our communities through kaitiakitanga of our resources. Allowing autonomy of our values and belief systems and restoring the mana of our people and our places through the principles of partnership, participation and protection.”***

Ko wai tatou? The MSC is a forum supported by the Council that includes representation from the three marae in our district: Pāpāwai, Hau Ariki, Kohunui. Plus representation from Featherston’s Maori Community group, Pae tu Mokai o Taurira and our two iwi: Kahungunu ki Wairarapa and Rangitāne o Wairarapa. The committee is an important and pragmatic way to express the constitutional “Tiriti o Waitangi” relationship in a local context.

With regard to the Annual Plan 2019-2020 for the South Wairarapa District Council, the South Wairarapa Maori Standing Committee would like to make the following submission.

Our recommendations are as the previous year, our needs are still as relevant today as they were previous years. Our Marae are still in disrepair, the mana of our people is still in a state of mamae. Our rangatahi continue to struggle with seeing prosperity in their future. We believe the development of our 3 Marae are the key to change; that all allocated funds would be fully utilised.

Therefore, the Maori Standing Committee recommends that:

- 1) The Council review the rates of our 3 marae
- 2) Council allocate a lump sum amount of \$50,000 to the MSC for administering (2019-2020)- \$10k per marae for immediate maintenance and marae development, \$20k for MSC to administer in research, development and education for rangatahi and community. Aswell as offer grants to the South Wairarapa communities.
- 3) That council further sets aside \$10,000 per annum per marae for maintenance/ upkeep purposes - going forward.
- 4) That council sets a further \$20,000 per annum to be allocated to the MSC for administering going forward – of which an allocated amount would be set aside for grants to the South Wairarapa Communities.

We thank you for accepting our submission and look forward to further discussion.

Naku noa na
Narida Hooper
Committee member (on behalf of MSC)

From: Narida Hooper [<mailto:narida@heputiputi.co.nz>]
Sent: Thursday, 9 May 2019 8:00 a.m.
To: Jennie Mitchell- Group Manager Corporate Support
Cc: MSC- Nathan Maynard; MSC- Reuben Tipoki
Subject: Re: MSC grant

Kia Ora Jennie

Just to follow from Monday nights conversation regarding the existing MSC grant \$10,000. Below are events we intend to organise and run over the next year. We will have each item approved and minuted at our next MSC meeting.

We are also applying to carry forward the \$10k from 2018-2019 financial year (less \$250 approved for Narida's art project). Please send an application form as a doc or pdf rewrite, I still cant open windat. This is seperate from any funds we apply for and are approved to receive in the coming financial year 2019-2020.

The Battle of the Lakes event is to commemorate 3 significant dates and events that occurred in the South Wairarapa. This will be an opportunity to share and educate our rangatahi and pakeke on the history of Wairarapa Moana, Lake Onoke. This is the first of 3 dates we wish to commemorate.

"It has been stated that Wairarapa had no land wars, but the lake wars we did have lasted longer, and in many ways continue to this day. The 13th of May 1892 was a day to remember at Te Ūpokokirikiri, Ōnoke Moana (Lake Ōnoke). It marks the height of 'The Battle of The Lakes', pushy settlers met passive resistant Māori on the sand spit, and passions flared to an ultimate climax.... Frozen Natives versus Roast Settlers as a news article from the time mentioned.

To help elevate the importance of this history we are holding a hīkoi and kōrero reliving the events that occurred on the day. Followed by a light-hearted quiz at the Lake Ferry Hotel. Save the date! Details to follow. Meet 4pm Monday 13th May at the Lake Ferry Hotel where the event will commence."

Allocation of \$250 to Narida's art workshop
 Allocation of \$3000 to the Battle of Lakes events. 3dates over the next year.
 Allocation of \$2000 for matariki wangana
 Allocation of balance for research and development for further projects such as mapping, Wairarapa Moana restoration and Resource Consent processing.

Jennie is this enough for the moment, please let me know if it isn't.

Narida and Nathan

On 8/05/2019, at 3:05 PM, Jennie Mitchell- Group Manager Corporate Support
 <Jennie.Mitchell@swdc.govt.nz> wrote:

Appendix 2 – Annual Plan Submission Response



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

Narida Hooper and Reuben Tipoki
Maori Standing Committee
narida@heputiputi.co.nz
rrtipoki@gmail.com

3 July 2019

Dear Narida and Reuben,

2019/20 ANNUAL PLAN GRANT APPLICATION


The Maori Standing Committee application for a grant and operational funding was considered at a Council meeting on 26 June 2019. Council received a large number of requests for funding totaling \$560,000 with the total pool of funds to be allocated of \$250,000.

I am pleased to advise you that \$20,000 has been approved for the Maori Standing Committee as the annual operating budget, to be used in a similar way to the Community Boards operating budgets. This will be an ongoing budget for future years.

In addition, Council approved \$27,000 to be used for maintenance and development of the maraes in the district. This grant is for the 2019/20 financial year.

If you submitted on another subject, you will receive a separate letter regarding the other part of your submission.

Yours sincerely



Jennie Mitchell

Group Manager Corporate Support

2019/20 ANNUAL PLAN

SWDC published their Consultation document to the 2019/2020 Annual Plan in March 2019. Much of the feedback supported the proposed initiatives. Below is a summary of the outcomes of the consultation process.

Annual Plan submissions

Council received 178 submissions as part of the Annual Plan (AP) submission process. The Mayor and councillors heard a total of 59 verbal submissions, of which 31 were in support of a financial assistance application.

The AP indicates a total rates increase of 5.48% for the 2019/20 financial year which is slightly over the 4.76% projection in the Long Term Plan. The percentage rates increase will vary by individual property.

Reduction in library charges

Council adopted the preferred option supported by submitters. This option is to remove rental charges for adult fiction, remove charges for replacement library cards, and remove overdue fees for children and youth. Overdue fees for adult books would be retained.

Submitters wanted library users to act responsibly and wanted to ensure books were returned in a timely manner so other users are not disadvantaged.

Housing for seniors

Based on submissions from ratepayers, Council supported the proposal to recover the negative reserve from ratepayers via rates over the next four years to ensure our senior housing is properly maintained, upgraded and managed. A rental increase was proposed as part of the solution.

There were a number of submissions suggesting alternative ways for managing housing for seniors and Council will be looking closely at alternatives over the next year.

Swimming pool hours

Council adopted the proposal to extend swimming pool hours from 28.5hrs per week to 40hrs per week over the summer for one season in response to support of this initiative.

Although most people did support the proposed hours, there were a number of submissions offering alternative suggestions. Visitor numbers will be recorded during the 5:30-7:30pm time and a review of usage will be undertaken prior to rolling this over into future years.

Footpath maintenance

Council have listened to the majority of ratepayers who want our footpaths to be maintained, but also to those ratepayers that don't want this funded from rates.

Council have agreed that extra footpath maintenance should be undertaken and that this work is funded from the infrastructure reserves.

Other initiatives

As part of the Annual plan process, Council also approved:

- \$70,000 in grants for youth initiatives to support the LTP Youth Training and Development grant and \$180,000 in community grants.
- Financial support for our Māori Standing Committee similar to that provided to Community Boards to recognize their role as Council's link to the Māori community.
- An increased budget allocation to ensure a modern, compliant dog pound can be built. Council is working with Carterton District Council exploring options for building a joint facility.
- Increased budget allocation to ensure the provision of a safe and reliable water supply for Martinborough. This will be subject to community engagement and consultation.



**SOUTH WAIRARAPA
DISTRICT COUNCIL**
Kia Reretahi Tātau

Appendix 3 – Example of Greytown Community Board Budget Approvals

AGENDA ITEM 9.1

CHAIRPERSON REPORT

Recommendations

The chairperson recommends that the Community Board:

1. *Receive the information.*
2. *Approve a cost of \$200 +GST for payment of plants from Norfolk Rd Nursery from the beautification budget.*
3. *Approve a cost of \$1,500 + GST to Rotary as a contribution towards the costs of organising the Greytown Xmas parade*

1. Topic 1 – Grant for Friends of O’Connor’s Bush

The Friends of O’Connors Bush do annual plantings of appropriate native plants for the annual Greytown Arbor week plantings at O’Cononnors Bush.

Greytown celebrates Arbor Day on the third of July each year – the Greytown Arbor Week starts from Monday 1 July this year.

It is likely the Greytown Kindergarten’s Children’s Forest Group will continue their long established tradition of planting, probably on Friday 5 July. The Friends are likely to do some planting on Sat. 6 July.

They source native plants from the Norfolk Road Nursery Ltd. 131 Norfolk Road, Carterton, phone 06 3702328. This nursery only sources seed for propagation from the Wairarapa region – so they purchase plants appropriate to our local/regional ecosystem which are grown locally.

The Friends don’t do a huge amount of planting because there is quite good regeneration in the bush and also because they have limited numbers of volunteers available to do watering over the summer – a task vital to the survival of the winter plantings!

Recommendation to approve a cost of \$200 +GST for payment of plants from Norfolk Rd Nursery from the beautification budget.

2. Topic 2 – Rotary Grant for Xmas Parade

We would like to contribute towards the cost of the traffic management plan and other associated costs for the Greytown Xmas Parade. In the past this has been sponsored by Futon Hogan. Rotary have successfully organised the Xmas parade for a number of years with no financial contribution from the Greytown Community Board. The Xmas parade is a very successful community event and also formed part of our submission for the most beautiful small town as an example of a successful community event and community engagement. We support a contribution of \$1,500 towards the costs of organising the Greytown Xmas parade. We recommend this grant be considered as an ongoing grant as long as Rotary organise the Xmas parade.

Recommendation to approve a cost of \$1,500 + GST to Rotary as a contribution towards the costs of organising the Greytown Xmas parade

3. Topic 3 – Wine Barrels on Main St

These are now being managed by Steve Davis & Steve Ford. All barrels have been fertilised, mulched, new under planting and new trees where necessary. A more extensive watering programme is in place. Council have contributed \$2,000 to the programme and we may seek additional sponsors in the future.

4. Topic 4 – Dog Signs

These have now being printed and council will install them. We have some extra signs (which will be stored at the library) for future use.

5. Topic 5 – Submission for the Most Beautiful Main St in New Zealand

The submission for the Most Beautiful Main St is now complete and will be submitted shortly. Once submissions close on Wednesday 31st July 2019 a copy of the submission will be available at Greytown Library. The submission was based on projects completed between 1st August 2018 and 31st July 2019 on Main St in Greytown.

The Beautiful Awards recognise the environmental excellence of individuals, groups, businesses and schools at our annual Beautiful Awards Gala Dinner being held in Dunedin on October 24th. Consideration should be given as to who should attend the event should we be a successful finalist.

Appendix 4a – MSC Income & Expenditure Report 2018/19

**Maori Standing Committee : Te Māngai O Ngā Hapori Māori
Income & Expenditure For the Year Ended 30 June 2019**

DRAFT

<u>INCOME</u>		
Grant funding		10,000.00
Annual Plan 2018/19		17,386.00
TOTAL INCOME		27,386.00
<u>EXPENDITURE</u>		
Members salaries and meeting fees		15,882.00
Mileage reimbursements		3,737.38
Total Personnel Costs		19,619.38
Total General Expenses		-
7/06/2019 Hooper N MSC Grant		250.00
Total Grants		250.00
TOTAL EXPENDITURE		19,869.38
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE		7,516.62
<u>LESS: COMMITMENTS</u>		
Salaries and meeting fees to 30 June 2019		504.00
Mileage reimbursements		-
Total Commitments		504.00
BALANCE TO CARRY FORWARD		7,012.62
Remaining Grant Funding to be carried forward		9,750.00
Terms of Reference Review for MSC		18,840.00
Amount spent as at 30/06/19		0.00
Remaining Budget to be Carried forward		18,840.00

Appendix 4b – MSC Income & Expenditure Report 2019/20

**Maori Standing Committee : Te Māngai O Ngā Hapori Māori
Income & Expenditure as at 1 July 2019**

DRAFT

<u>INCOME</u>	
Balance 1 July 2019 Grants carried forward	9,750.00
Annual Plan 2019/20 Grants	27,000.00
Annual Plan 2019/20 Operating Expenses	41,584.00
TOTAL INCOME	78,334.00
 <u>EXPENDITURE</u>	
Members salaries and meeting fees	-
Mileage reimbursements	-
Total Personnel Costs	-
 Total General Expenses	 -
 Total Grants	 -
TOTAL EXPENDITURE	-
 ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	 78,334.00
 <u>LESS: COMMITMENTS</u>	
Salaries and meeting fees to 30 June 2019	18,584.00
Mileage reimbursements	3,000.00
Total Commitments	21,584.00
 BALANCE TO CARRY FORWARD	 56,750.00
 Terms of Reference Review for MSC	 18,840.00
Amount spent as at 30/06/19	0.00
Remaining Budget to be Carried forward	18,840.00

Appendix 5 – Example of a Community Board Financial Report

Featherston Community Board

Income & Expenditure For the Period Ended 30 APRIL 2019

<u>INCOME</u>	
Balance 1 July 2018	7,546.59
Annual Plan 2018/19	27,639.00
TOTAL INCOME	35,185.59
 <u>EXPENDITURE</u>	
Members salaries	13,290.70
Mileage reimbursements	644.87
Total Personnel Costs	13,935.57
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
Total General Expenses	3,434.26
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
Total Grants	6,548.00
TOTAL EXPENDITURE	23,917.83
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	11,267.76
<u>LESS: COMMITMENTS</u>	
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
Total Commitments	7,246.66
BALANCE TO CARRY FORWARD	4,021.10

Appendix 6 – Expenditure by Strategic Objectives

Martinborough Community Board – Financials split by Strategic Objectives

Strategic Objectives	
1. An Engaged, Involved Community	
Fireworks	0.00
Matherapa	300.00
Community Engagement	205.00
Anzac project wood and screws	84.70
Neighbourhood Support	400.00
Youth Initiatives	0.00
2. A Well Connected, Liveable and Accessible District	0.00
Doggy Do bins	1,287.41
3. A Vibrant Martinborough Town Centre	
Waihinga Park and Playground	
Basketball back boards and posts	0.00
Poppy Road Signs	0.00
Christmas	
Christmas Event Funding	2,350.00
4. Ensuring the best deal for local decision-making	0.00
Pirinoa Hall donation	0.00
5. Ensure that Pain Farm continues to be managed in the spirit of the original bequest	0.00
6. A Sustainable District	0.00
7. A professional and well respected Community Board	
CB conference attendance for one delegate	2,200.00
TOTAL STRATEGIC OBJECTIVES	6,827.11

Appendix 7 – MDC Marae Development Funding Criteria

MARAE DEVELOPMENT FUND 2019-20

The Masterton District Council / Te Kaunihera ā-rohe o Whakaoriori is inviting applications from eligible Marae for the 2019-20 Marae Development funding round. The Marae Development Fund supports Marae within the Masterton District to protect, maintain, restore and/or develop Marae structures. Projects that will be considered for Marae Development funding will meet the following criteria:

- Protection/Restoration of the marae and/or taonga that are part of the Marae structure.
- External works - protection of the fabric of the building ensuring it is structurally sound and watertight.
- Health and safety - work that ensures the building is safe and secure for all using it.
- Hygiene - matters related primarily to drainage, kitchens, bathrooms and toilet areas.
- Interior structures - walls, ceilings, and other internal structures/fabrics not already covered by the areas above.
- Aesthetic and new development projects - new developments and/or desirable projects.

APPLICATIONS CLOSE: 4.30PM, FRIDAY, 30 AUGUST 2019