

7 August 2024

## Agenda

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### Notice of Meeting

An ordinary meeting will be held at the Featherston Community Centre, 14 Wakefield Street, Featherston on Wednesday 7 August 2024 starting at 7:00pm.

### Membership of the Community Board

Tui Rutherford (Chair), John Dennison (Deputy Chair), Warren Maxwell, Annelise Schroeder, Cr Mellissa Sadler-Fuller and Cr Rebecca Gray

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### Karakia Tīmatanga

*Kia hora te marino  
Kia whakapapa pounamu te moana  
Hei huarahi mā tatou i te rangi nei  
Aroha atu, aroha mai  
Tātou i a tātou katoa  
Hui e tāiki ē!*

### Public Business

#### 1. Extraordinary Business

#### 2. Apologies

#### 3. Conflicts of Interest

#### 4. Acknowledgments and Tributes

#### 5. Public Participation

- 5.1 Martin Sheldon - Proposed naming of a new private road, at 62-64 Johnston Street, in Featherston
- 5.2 Barbara Priest – Wai Wheels
- 5.3 Warren Maxwell - Kapahaka uniforms
- 5.4 Chloe Frederiksen – Nuku Ora

5.5 Amanda Bradley - Lady Featherston's Lemon Ball

5.6

## 6. Actions from Public Participation

*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.*

## 7. Community Board Minutes

7.1 Minutes for Approval: Minutes of the Featherston Community Board meeting held on **8 May 2024**. Pages 4 – 10

***Proposed Resolution:*** *That the minutes of the Featherston Community Board meeting held on 8 May 2024 be confirmed as a true and correct record.*

## 8. Chairperson Report

8.1 Chairperson's Report Pages 11

## 9. Reports from Chief Executive and Staff

9.1 Proposed naming of a new private road, at 62-64 Johnston Street, in Featherston Pages 12 – 17

9.2 Representation Review Report Pages 18 – 33

9.3 Community Board Conference Pages 34 – 35

9.4 FWWTP Consent Update Report Pages 36 – 51

9.5 Income & Expenditure Report Pages 52 – 55

9.6 Financial Assistance Report Pages 56 – 58

9.7 Action Items Report Pages 59 – 62

## 10. Member Reports

None Advised

## Karakia Whakamutunga

*Kua mutu ā mātou mahi mō tēnei wā  
Manaakitia mai mātou katoa  
Ō mātou hoa  
Ō mātou whānau  
Āio ki te Aorangi*



**8 May 2023**

<b>Present:</b>	Tui Rutherford (Chair), John Dennison (Deputy Chair), Annelise Schroeder, Warren Maxwell, Councillor Rebecca Gray and Deputy Mayor Melissa Sadler-Futter
<b>In Attendance:</b>	Russell O’Leary (Group Manager, Planning & Environment), Nicki Ansell (Acting GM, Democracy and Engagement) and Robyn Ramsden (Community Democracy Advisor, Democracy & Engagement).
<b>Public Participation:</b>	Romain Busby, Graeme Gray, Karen Mikaera, Michelle Sandford, Marc van de Loo, Natasha Micheletti, Gary Dittmer, Brett Slater, Rhonda Jones.
<b>Conduct of Business:</b>	The meeting was conducted in public in the Featherston Community Centre, 14 Wakefield Street, Featherston, between 7.00pm and 9:17pm.

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Members opened with a karakia.

**1. EXTRAORDINARY BUSINESS**

No extraordinary business.

**2. APOLOGIES**

No apologies received.

**3. CONFLICTS OF INTEREST**

Warren Maxwell declared a conflict of interest with Item 9.4 as he is a committee member of Pae Tū Mōkai O Taurā.

**4. ACKNOWLEDGMENTS AND TRIBUTES**

Members would like to acknowledge this year’s Anzac Parade in Featherston and to acknowledge the traffic control efforts made by the Community Patrol on 25 February at the POW Incident Commemoration. Excellent to see collaboration between Council and RSA.

Members acknowledged the 100<sup>th</sup> birthday of Pat Flynn a prominent figure in Featherston.

Members wished the organisers of Featherston Booktown well for their event this coming weekend. This is the 9<sup>th</sup> year for this event, and it has increased in strength and popularity.

Members wish to acknowledge the recent recipient of Wellingtonian of the Year. Local Liz Mellish.

FCB RESOLVED (FCB 2024/13) to extend Public Participation time limit by 10 minutes as per 15.1 of SWDC Standing Orders.

*(Moved Cr. Gray /Seconded Deputy Mayor Sadler-Futter)*

Carried

**DISCLAIMER**

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## 5. PUBLIC PARTICIPATION

### Romain Busby – Welcome to Featherston Signs

Ms Busby requested 'Welcome to Featherston' sign updates. She discussed the damage done to the dog park. She thanked the members of the volunteer fire brigade who secured the damaged structure. She expressed concerns at recent break ins around town.

Members discussed update from Ms Busby.

### Graeme Gray – Cobblestones Museum Trust

Mr Gray spoke in support of his application for financial assistance. The requested funding is for cleaning the spouting as the group who used to do it are no longer able to do it. They are approaching the three Community Boards as this spreads the requests around the area.

Members thank him for his time.

### Karen Mikaera – Pae Tū Mōkai O Tauria

Ms Mikaera and MS Sandford spoke in support of their application for financial assistance. They need to keep the seedlings off the ground and having the benches would be easier on their volunteers. The proposed benches are the cleanest option. They discussed how the nursery supports all four wellbeing pillars. The nursery has increased capacity by 33%, producing 70,000 plants this year. Benches are scalable.

Members asked about the volunteers and if they did not receive the requested amount of funding would the project still go ahead.

### Marc van de Loo – Featherston Sports Hub

Mr van de Loo spoke in support of the Sports Hub application for financial assistance. The Sports Hub hosts multiple sports clubs. Mr van de Loo explained the situation with the fridges at the Sports Hub. The clubs were doing fundraising to help support their members and the facilities at the Sports hub including delivering Yellow Pages and water meter reading. Purchasing fridges is modular and scalable.

Members asked how the organisers arrived at the price needed and if they were not to receive all the funding requested, would the project continue.

### Natasha Micheletti – Balanced Therapy

Ms Micheletti spoke in support of her application for financial assistance. She clarified the request is to provide services for families and not as part of the business. She is wanting to provide a free service for any family with children up to 10 yrs old. It would be advertised in schools, doctors' offices, and by word of mouth.

Members asked how parents would discover the course offered and who would come to the course and that the funding comes from the wider community.

### Gary Dittmer - Various

Mr Dittmer spoke about the increase in rates, number of people living in the district, and his concerns that people on fixed incomes cannot pay the increasing rates.

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Meeting adjourned at 7:41pm  
Meeting reconvened at 7:46pm.

Brett Slater – Barr- Brown Reserve

Mr Slater spoke on the history of Barr-Brown Reserve and his passion for getting action on cleaning up and setting up the reserve for future generations. He has met with SWDC staff regarding his plans (supplied). Pest Control is underway. Mr Slater listed future tasks for the reserve; stepping stones, picnic table, tree naming, build a new entrance to the Reserve.

Members discussed meeting with Mr Slater and interested parties on-site this afternoon. Discussion on how plan might progress. Establish a group to progress these plans and engage with the Featherston Community.

Rhonda Jones – Featherston Beautification Group

Ms Jones is the Chair of the Featherston Beautification Group (FBG) and lead of the 'Welcome to Featherston' signs. FBG were given written permission by Waka Kotahi. Consent applications have been sent by SWDC. One of the signs was damaged when removed and must have a section replaced. Work on this is underway. The signs are now stored at Pope and Gray. The project is still forward movement despite the setback.

Members thanked Ms Jones for her work and remarked at her tenacity and persistence to get this project off the ground and to keep working on despite the setbacks.

## **6. ACTIONS FROM PUBLIC PARTICIPATION**

Welcome to Featherston Signs can be discussed under Item 9.5 Action Items Report. Cobblestones Museum Trust, Pae Tū Mōkai O Tauria, Featherston Sports Hub and Balanced Therapy can be discussed under Item 9.4 Financial Assistance Report.

Members discussed Mr Slaters Barr-Brown presentation. Noting that work is paused. Discussion on what oversight looks like for this project. Would it come from FCB, SWDC or a Community Group.

Action 207 - Request staff provide information on how reserves are managed by SWDC. And if there is a reserve management plan for Barr-Brown Reserve.

## **7. FEATHERSTON COMMUNITY BOARD MINUTES – 7 FEBRUARY 2024**

*FCB RESOLVED (FCB 2024/14)* that the minutes of the Featherston Community Board meeting held on 7 February 2024 be confirmed as a true and correct record.

*(Moved Deputy Mayor Sadler-Futter /Seconded Cr. Gray)*

Carried

Correction: John specifically requested resource consent for the Welcome to Featherston Signs.

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## **8. CHAIRPERSONS REPORT**

### **8.1 FCB RESOLVED (FCB 2024/15) to receive the Chairpersons Report.**

*(Moved Cr. Gray /Seconded Mr Maxwell)*

Carried

#### *Topic 1 – Enhanced Annual Plan 2024-25*

Submission to the enhanced annual plan. See Chair's report.

FCB RESOLVED (FCB 2024/16) to accept the text in the Chairs report is the substantial submission from the Featherston Community Board to the Enhanced Annual Plan.

*(Moved Ms Schroeder /Seconded Mr Maxwell)*

Carried

Topic 2 – Welcome to Featherston Flags

Topic 3 – Welcome to Featherston Flag design

Topic 4 – ANZAC Flag Replacements

FCB RESOLVED (FCB 2024/17) to fund \$2,059.00 ext GST from the Community Development Grant on replacement "Welcome to Featherston" flags.

*(Moved Cr. Gray /Seconded Ms Schroeder)*

Carried

FCB RESOLVED (FCB 2024/18) to fund \$500.00 incl GST from the Community Development Grant to commission of for design of new Featherston/ Pae Tū Mōkai flags.

*(Moved Cr. Gray /Seconded Mr Maxwell)*

Carried

FCB RESOLVED (FCB 2024/19) to fund \$1902.61 ext GST from the Grant/Community Development Grant on replacing the Anzac flags with a new design.

*(Moved Mr Maxwell /Seconded Ms Schroeder)*

Carried

## **9. REPORTS FROM CHIEF EXECUTIVE AND STAFF**

### **9.1 Representation Review Report**

*FCB RESOLVED (FCB 2024/20) to receive the Representation Review Report.*

*(Moved Cr. Gray/Seconded Mr Maxwell)*

Carried

Ms Ansell spoke to the report. Highlighted the increase in population for all three wards. Provided the timeline of the Representation Review. Encouraged the Community Board to engage with their community. Answered questions on the options for the Māori Ward.

### **9.2 Proposed naming of a new private road, at 90-94 Fox Street, Featherston**

*FCB RESOLVED (FCB 2024/21) to receive the proposed naming of a new private road, at 90-94 Fox Street, Featherston Report.*

*(Moved Mr Maxwell/Seconded Cr. Gray)*

Carried

Members discussed suitability of Flynn Way and acknowledge the second option carried great personal weight for the applicant.

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FCB RESOLVED (FCB 2024/22) to approve the proposed naming of 'Flynn Way' for the new private road at 90-94 Fox Street, Featherston.

*(Moved Deputy Mayor Sadler-Futter/Seconded Cr. Gray)*

Carried

### **9.3 Income & Expenditure Report**

FCB RESOLVED (FCB 2024/23) to receive the Income and Expenditure Report.

*(Moved Mr Maxwell/Seconded Mr Rutherford)*

Carried

Members discussed the outstanding remaining financial commitments.

### **9.4 Financial Assistance Report**

FCB RESOLVED (FCB 2024/24) to: Receive the Financial Assistance Report.

*(Moved Cr. Gray/Seconded Mr Maxwell)*

Carried

Action 219 - Members discussed lack of detail in the application from Bhartiya Samaj Lower Hutt North Island. Request staff provide feedback that there wasn't enough information to make a decision. The Board requests information on how the applicant will reach into this Community.

FCB RESOLVED (FCB 2024/25) to approve the application from Featherston MenzShed for funds of \$250.00 for the purpose of building little libraries in the Featherston community, to come from the Community Development Fund.

*(Moved Dennison/Seconded Cr. Gray)*

Carried

Deputy Mayor Sadler-Futter provided background on the Little Libraries project. Confirmed that there is no resource consent required. Maintenance will be collaborative between the MenzShed and the Featherston Community Patrol.

FCB RESOLVED (FCB 2024/26) to approve the application from Cobblestone Museum for funds of \$868.00 for the purpose of cleaning out the guttering on heritage buildings, to come from the Community Development Fund.

*(Moved Cr. Gray/Seconded Mr Maxwell)*

Carried

Members thanked Mr Gray for speaking to his organisations request for financial assistance. They agree that Cobblestones Museum is an amazing facility for the whole district.

FCB RESOLVED (FCB 2024/27) to approve the application from Wairarapa Mathematics Association for funds of \$300.00 for the purpose of running the annual event Matharapa, to come from the Grant Fund.

*(Moved Cr. Gray/Seconded Deputy Mayor Sadler-Futter)*

Carried

FCB RESOLVED (FCB 2024/28) to approve the application from Pae Tū Mōkai O Tauria for funds of \$2,500 for the purpose of purchasing steel bench sets for the seed raising house, to come from the Community Development fund.

*(Moved Mr Dennison/Seconded Deputy Mayor Sadler-Futter)*

Carried

Abstain: Mr Maxwell.

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Members discussed that if the project was granted a lesser amount would the project still move forward. The Kaupapa aligns closely with FCB strategic plan. Meeting the Four Wellbeing pillars and good governance. Worthwhile investing in for our community.

FCB RESOLVED (FCB 2024/29) to approve the application from Featherston Sports Hub for funds of \$2,500 for the purpose of replacing the food fridges at the Sports Hub, to come from the Community Development Fund.

*(Moved Cr. Gray/Seconded Mr Maxwell)*

Carried

Members discussed that the Featherston Sports Hub touches so many in our community. Commented that the amount requested is substantial.

FCB RESOLVED (FCB2024/30) to approve in part to \$2,500 from the Community Development Fund the application from Balanced Therapy on the condition that they can source additional funding prior to drawing down on the grant to provide the course 'Circle of Security Parenting programme'.

*(Moved Ms Schroeder/Seconded Mr Dennison)*

Carried

Abstain: Cr. Gray.

Members discussed the applications importance and merits.

## **9.5 Action Items Report**

FCB RESOLVED (FCB 2024/31) to receive the Action Items Report.

*(Moved Mr Maxwell/Seconded Deputy Mayor Sadler-Futter)*

Carried

Members discussed open actions and noted further updates.

83 – Original sites not supported by NZTA. Heard during public participation from the project lead, Ms Jones. They are looking at alternative sites.

550 – Ms Schroeder is meeting with DoC. To ensure Mana Whenua are keep up to date with progress invite SWDC Pou Māori to the next informal meeting.

192 – A defined result would be the establishment of a long-term lease.

196 – Māori Policy still in progress. Request SWDC Pou Māori attend next FCB informal meeting.

212 - More detailed reporting of grants in the Financial Assistance Report required and reconsider a funding modification for grants to be changed from \$500.

The \$500 maximum was listed on the Grant Application forms for the 2021/22 financial year. This requirement is not a restriction based on the current grant policy or any available plans by the Community Board. Actioned.

476 – FCB Chair to write up the strategic pou and overarching strategy to inform grant applicants.

14 – Update done by Ms Schroeder. Actioned.

27 & 28 effectively the same thing request. Actioned.

29 – Last Communication as via FB on 20 March linked to an update on the SWDC website.

<https://swdc.govt.nz/notices-and-updates/welcome-to-featherston-signs-update-2/>

Actioned.

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30 – working with finance to pinpoint funding.

**10. MEMBERS REPORT**

No Members reports received.

Members closed with a karakia

The meeting closed at 9:17 pm.

**Confirmed as a true and correct record.**

.....Chairperson

.....Date

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## CHAIRPERSON REPORT

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### Recommendations

The Chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*
2. *Consider funding \$295 per month for 6 months to the Featherston Phoenix to provide a full-page advertisement to be funded from the operational budget (50%) and community development fund (50%).*

### Topic 1 – Continuing Phoenix Funding

At the 17 May 2023 meeting the Featherston Community Board agreed to fund \$295 per month for 6 months to the Featherston Phoenix to provide a full-page advertisement.

6. Approve \$295 per month for 6 months to the Featherston Phoenix to provide a full-page advertisement to be funded from the operational budget (50%) and community development fund (50%).

7. Approve \$709.50 to the Featherston Phoenix to support administration cost coverage, to be funded through the grants fund.

*(Moved Cr Gray/Seconded Rutherford)*

Carried

Compiled by Tui Rutherford  
Featherston Community Board Chairperson

## Proposed naming of a new private road, at 62-64 Johnston Street, in Featherston

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### 1. Purpose

To seek the Featherston Community Board's consideration and approval of the name 'Sakura Garden Memorial Lane' for a proposed private road/right of way to access a staged 11-lot subdivision by *Martin Sheldon*.

### 2. Recommendations

Officers recommend that the *Community Board*:

1. Receive the 'Proposed naming of a new private road, at 62-64 Johnston Street, in Featherston' Report.
2. Consider and approve the proposed naming of 'Sakura Garden Memorial Lane' for the new private road at 62-64 Johnston Street, Featherston.

### 3. Executive Summary

As part of subdivision consent 210145 stage 2, the new private road shall be formally named and addressed. Council has authority to accept or reject suggested names of roads/rights of way in the South Wairarapa District pursuant to Section 319(1)(j) of the Local Government Act 1974. The applicant has submitted a road name application form suggesting three unique names for consideration. The applicant's preferred name is 'Sakura Garden Memorial Lane'. Assessment against the road name policy and significance of the name is contained within this report.

### 4. Background

*Martin Sheldon* seek to name a new Private Road which is part of a staged 11-lot residential subdivision (RC 210145) at 62-64 Johnston Street, Featherston (see appended location of subdivision plans within appendices).

There is no pre-approved list of road names for the Featherston area. The applicant submitted a road name application with three options, with the preferred option being use of the name Sakura Memorial Garden given the relevance to Japanese POW in Featherston during WWII. Sakura representing cherry blossoms. The chosen suffix is 'Lane' which meets the road naming policy for private roads. The other options have local significance with the history of Featherston. Council has delegated to community boards the authority to approve road names. This report is required to give the



Featherston Community Board an opportunity to review and approve the proposed road name.

## **5. Prioritisation**

### **5.1 Te Tiriti obligations**

Further engagement is not required in this case with the new proposed name/s.

### **5.2 Strategic alignment**

Not applicable.

## **6. Discussion**

Under Council's guidelines (Clause 4.2) for road naming, owners are requested to suggest at least three possible road names.

The names are to be listed in order of preference with a brief statement of their significance.

The applicant has requested that the following names are considered for approval;

1. Sakura Garden Memorial Lane
2. Isaac Featherston Lane
3. Burling Way

## **7. Options**

Not applicable.

## **8. Strategic Drivers and Legislative Requirements**

### **8.1 Significant risk register**

Not applicable.

### **8.2 Policy implications**

Council's criteria for Naming of Public Roads, Private Roads and Rights-of-Way (the Policy), includes the following;

*4.3.1 There must not be another road with the same name in the South Wairarapa District emergency services area; this includes the same road names with a different suffix. However, existing roads with the same names as of the date of adoption of this Policy are allowed.*

No issues identified.

*4.3.2 Identical names with different spellings will not be accepted (e.g. Beach, Beech).*

No issue identified.

**4.3.3** *The name should have significant local content or meaning.*

The application has set out why the preferred names have been selected. The following information has been copied from the road name application.

**Sakura Garden Memorial Lane:**

*Inspired by the Sakura Garden, a memorial to Japanese POWs in Featherston.*

**Isaac Featherston Lane:**

*In honour of Isaac Featherston, after whom the town was named.*

**Burling Way:**

*Named after Henry Burling, who opened an accommodation house near the Māori settlement of Pae-O-Tu-Mokai in 1847.*

When assessing the suitability of each name option, it is noted that Sakura Garden Memorial may or may not be perceived to portray historical conflict and pain for some individuals. The purpose of the name, however, is representing peace and acknowledgement of this event in history.

It is also noted with the second name option, if it is appropriate to use the word Featherston within a street name. However without this, Isaac Lane may not be perceived for what it represents, being in honour of the historical person Isaac Featherston.

**4.3.4** *Names are to be selected in proportion to the length of the road. Long names on short cul-de-sac's can be difficult to display on the map.*

The first and second proposed names are relatively long in length. The proposed road is of medium length but has curvature. The longer names may have difficulty displaying on the map. It is suggested that if deemed appropriate, a word could be removed from the first name option to give either 'Sakura Garden Lane' or 'Sakura Memorial Lane' which may present a more acceptable length.

**4.3.5** *The end name for the roadway should be one that most accurately reflects the type of roadway that it is.*

All private roads or rights of way shall have a suffix of either Way or Lane. The proposed option has the suffix Lane which has been submitted for approval by the Community Board. All possible name choices have appropriate suffix choices.

**4.3.6** *All private roads and rights-of-ways serving more than four lots are to have the suffix "Lane" or "Way".*

The names being submitted for approval are consistent with the policy for suffix requirements.

*4.3.7 Where the road is continuation of an existing named road, or will in the future link to an existing named road, then the current road name will automatically apply.*

Not applicable.

## **9. Consultation**

### **9.1 Communications and engagement**

Not applicable.

### **9.2 Partnerships**

Not applicable.

## **10. Financial Considerations**

There is no financial impact.

## **11. Appendices**

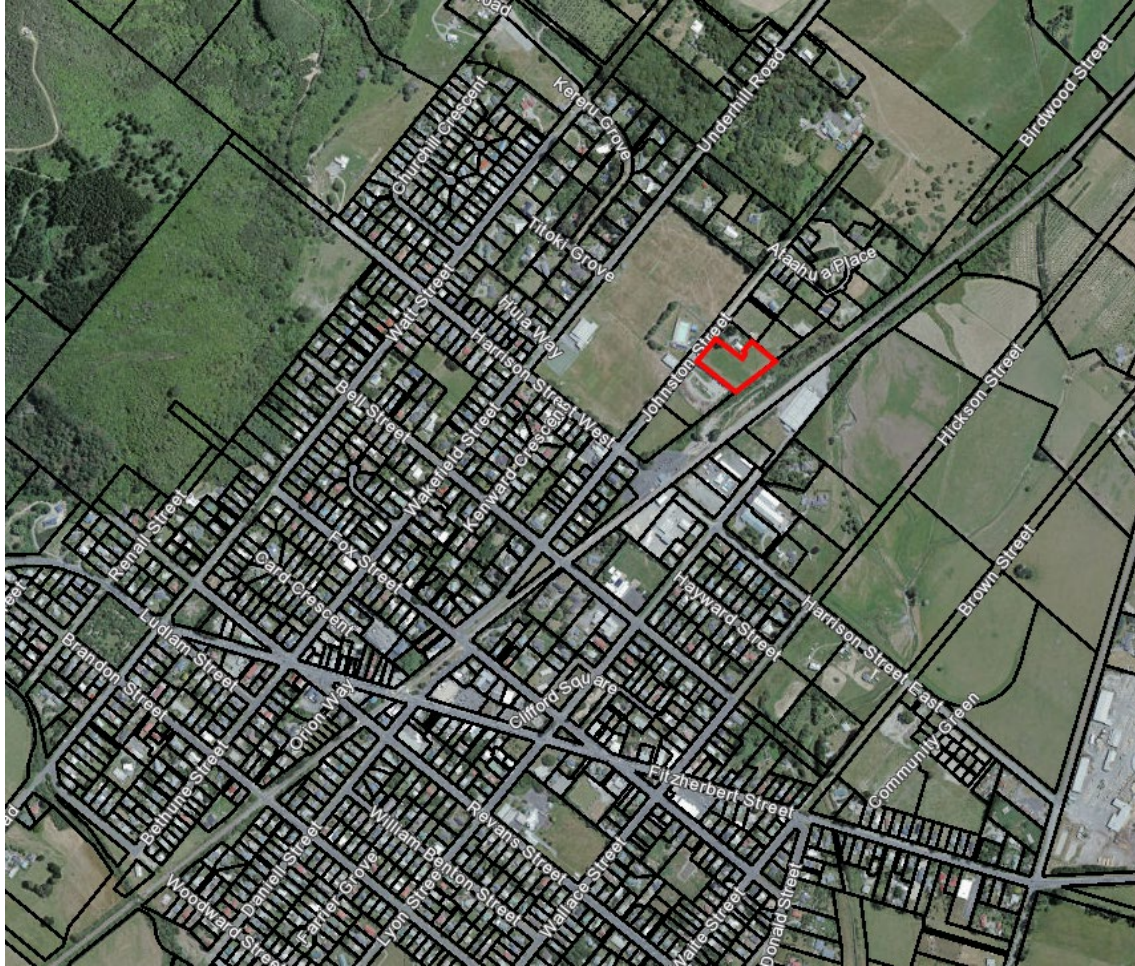
Appendix 1 – Site location diagram

Appendix 2 – Subdivision scheme plan

Contact Officer: Harriet Barber, Planner

Reviewed By: Russell O’Leary, Group Manager Planning and Environment

## Appendix 1 – Site location



JOHNSTON STREET

Lot 2  
DP 529744

1  
2200m<sup>2</sup>  
Stage 1

2  
540m<sup>2</sup>

3  
630m<sup>2</sup>

4  
650m<sup>2</sup>

5  
630m<sup>2</sup>

6  
710m<sup>2</sup>

7  
670m<sup>2</sup>

8  
670m<sup>2</sup>

9  
640m<sup>2</sup>

10  
590m<sup>2</sup>

R.O.W. (9m-wide)

r=20m

Lot 5  
DP 529744

Railway

Part Section 116  
Featherston

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## Representation Review Update Report

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### 1. Purpose

To provide the Featherston Community Board with a brief update on the Representation Review Report that went to the Strategy Working Committee on 3 July 2024.

### 2. Recommendations

Officers recommend that the committee:

1. *Receive the Representation Review Report.*

### 3. Executive Summary

This report provides the Featherston Community Board with the Representation Review Report that was presented to the Strategy Working Committee on 3 July 2024.

### 4. Appendices

Appendix 1 - Representation Review Report

Contact Officer: Robyn Ramsden, Advisor, Stakeholder & Relationships

Reviewed By: Paul Gardner, Group Manager, Corporate Services

# **Appendix 1 – Representation Review Report**

## Representation Review

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### 1. Purpose

Council officers are seeking a clear steering from the Strategy Working Committee for their preferred option for the 2025 and 2028 representation arrangements for the South Wairarapa District local elections. This will allow officers to prepare the preferred option for adoption and subsequent consultation at the next Strategy Working Committee 31 July 2024.

### 2. Recommendations

Officers recommend that the Committee:

- a) **receives** this report.
- a) **request** councillors to move forward on Option \_\_\_\_ for the development of the initial proposal and consultation document.
- b) **notes** that the initial proposal and consultation documentation will be presented at the next Strategy Working Committee meeting on 31 July 2024 for approval.
- c) **acknowledges** the timeframe required to meet the statutory timeframe as noted in the report.

### 3. Context

#### 3.1 Legislative Requirements for Representation

[Part 1A, Local Electoral Act 2001](#) outlines the representation arrangements for territorial authorities. A Council may have not fewer than 6 members nor more than 30 members (including the Mayor), and may be divided into wards for electoral purposes. Each ward must elect at least one member of the territorial authority and the representation review must include a review of the boundaries areas.

[Section 19H outlines](#) that a territorial authority must determine by resolution:

(a) whether the members of the territorial authority (other than the mayor) are proposed to be elected—

- (i) by the electors of the district as a whole; or
- (ii) by the electors of 2 or more wards; or
- (iii) in some cases, by the electors of the district as a whole and in the other cases by the electors of each ward of the district; and

[Section 19J states](#) that a territorial authority must review Community Boards, related to fair and effective representation for individuals and communities,—

- (a) there should be communities and community boards; and
- (b) if so resolved, the nature of any community and the structure of any community board.



### 3.2 Representation Review Guidelines<sup>1</sup>

Every six years territorial authorities are legislatively required to consider whether effective representation for communities of interest is best achieved by way of elections held at large, wards, or a mix of both. Considerations will include:

- the accessibility, size, and configuration of the district
- the existence of community boards
- the electoral system
- whether Māori wards have been established
- the number of members in each ward, including whether there are a mix of single-member and multi-member wards
- the wider statutory role of local authorities encompassing overall community well-being, sustainability and the interests of future generations
- the diversity of the population and the geographical location of particular communities of interest

On [2 August 2023 Council](#) discusses the electoral system for the 2025 and 2028 local elections and decided to remain with the status quo. The electoral system will be first past the post (FPP).

On [22 November 2023 Council](#) resolved to establish Māori Wards in the South Wairarapa District for the 2025 and 2028 Triennium (DC2023/175).

## 4. Discussion

Work began on the Representation Review earlier this year, with the following informal engagement having taken place.

During the Enhanced Annual Plan process in April 2024, Representation Review flyers were included at the drop-in and community engagement sessions. A survey was pushed out through social media late May/early June to collect further information and our Community Boards have been provided with information and encouraged to seek feedback.

There are also elements of representation collected as part of the Perception Survey which takes place annually.

Workshops were held on [28 February](#), [1 May 2024](#), and [26 June 2024](#) for Elected Members to discuss the representation review work, options and recent ward and population data.

### 4.1 Population Estimates

The below is the population data, based on our current ward allocation. Representation must be +/- 10% ratio for each councillor.

General Wards	Māori Electoral Population	General Electoral Population
Greytown Ward	180	3,880
Featherston Ward	350	3,320
Martinborough Ward	370	3,780
<b>TOTAL</b>	<b>900</b>	<b>10,980</b>

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<sup>1</sup> [Representation-Review-Guidelines-2023-v2.pdf \(lgc.govt.nz\)](#)

1. These estimates are provisional and subject to revision. They are consistent with the subnational population estimates released in October 2023.
2. Boundaries at 1 January 2023.

SWDC must retain minimum of **7** ward councillors to retain **1** Māori member.

## 4.2 Reflections from the 2023 Perception Survey

In 2023, the combined percentage of respondents in the perception survey, who somewhat agreed or strongly agreed that there were adequate opportunities to have a say in Council activities was 26% (18% somewhat agree, 8% strongly agree). This was a significant increase from 2022, when the total agreement was 15% (13% somewhat agree, 2% strongly agree), but a significant decrease from 2021, when it was 36% (26% somewhat agree, 10% strongly agree).

The total percentage of respondents who somewhat disagreed or strongly disagreed with the statement in 2023 was 40% (20% somewhat disagree, 20% strongly disagree). This is a decrease from 2022, when the total disagreement was 60% (28% somewhat disagree, 32% strongly disagree), but an increase from 2021, when it was 34% (20% somewhat disagree, 14% strongly disagree).

### Community Board Effectively Advocating on Behalf of Community

Year	Strongly Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Strongly Agree
2023	16%	17%	29%	26%	12%
2022	26%	22%	24%	21%	7%
2021	16%	22%	26%	25%	12%

### Mayor and Councillors give a Fair Hearing to Residents Views

Year	Strongly Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Strongly Agree
2023	26%	18%	30%	20%	6%
2022	50%	24%	15%	8%	2%
2021	22%	20%	23%	23%	11%

Full details of the 2023 Perception Survey were presented to Council on 2 August 2023: [Council Meeting 2 August 2023 - SWDC SWDC](#)

## 4.3 Reflections from Enhanced Annual Plan

During the drop-in sessions at the Enhanced Annual Plan the Representation Review was discussed included conversations around “at large” representation and support for the Community Boards.

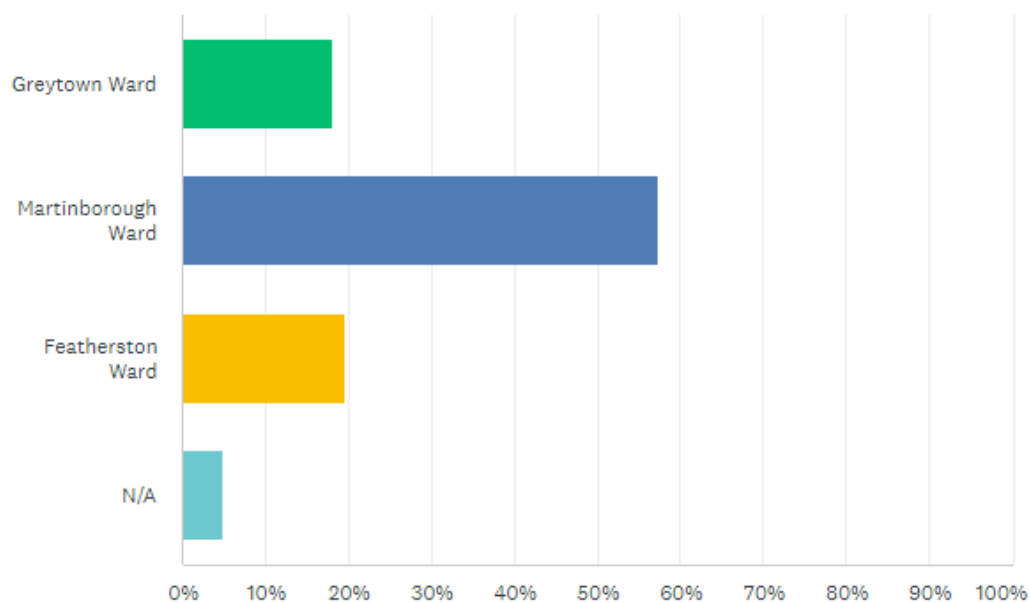
## 4.4 Reflections from Representation Review Survey

An online survey for the Representation Review was run through SurveyMonkey 23 May – 6 June 2024. During this time, we also received several emails with additional feedback.

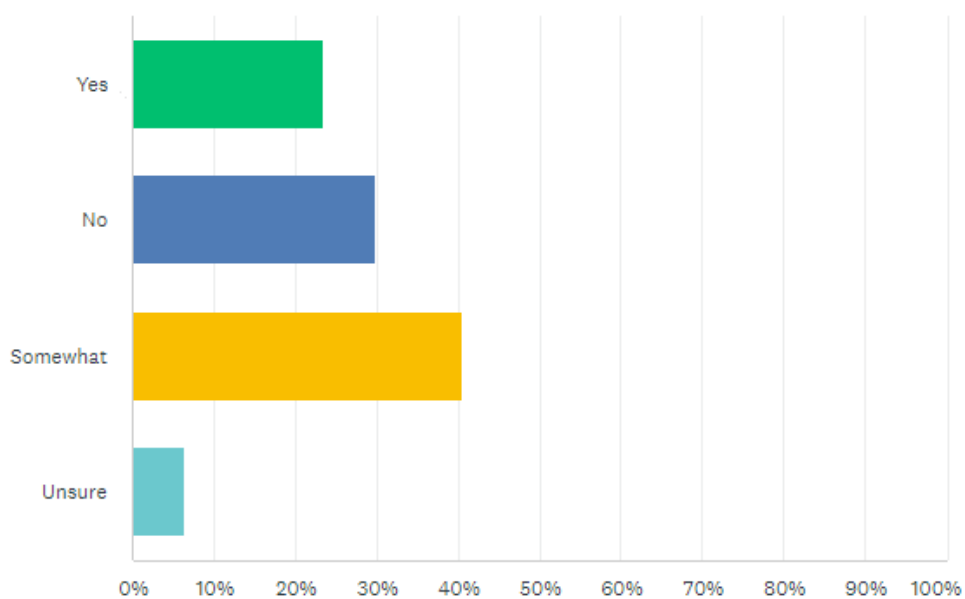
All surveys and email submissions have been sent to the Councillors as part of the Representation Review workshop which took place 26 June 2024.

61 people engaged with the survey. All answered the questions of which ward they currently live or own property in. Most of those who filled out the survey (35) are from Martinborough, followed by

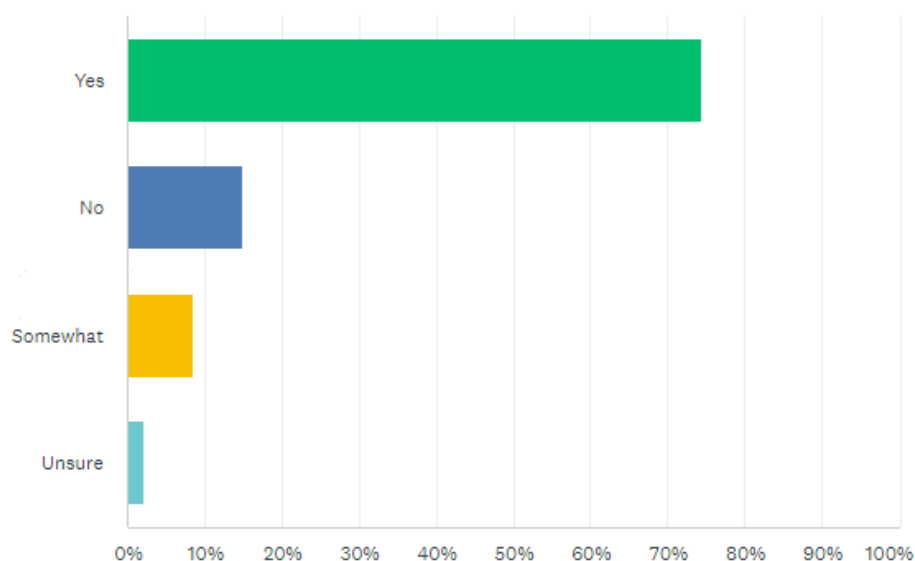
similar representation from Greytown (11) and Featherston (12). Therefore, it is important to note that this survey has a higher percentage of representation from Martinborough.



The results related to representation at the Council table were split 23.4% yes and 29.79% no, with 40.43% feeling somewhat represented.



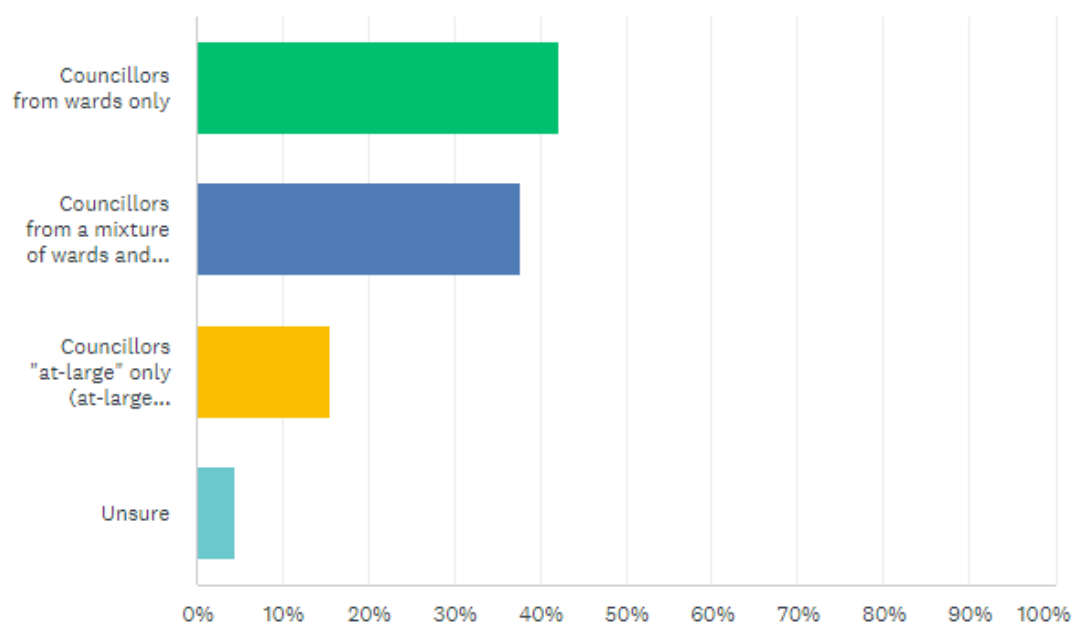
47 people responded online to the question: **Do you think the current wards and boundaries reflect where your property is?**



Yes	35	74.47%
No	7	14.89%
Somewhat	4	8.51%
Unsure	1	2.13%

**Comments included:** *our address is Featherston and yet we are forced to vote under Martinborough.*

45 people responded to the question: **How do you think Councillors should be elected?**

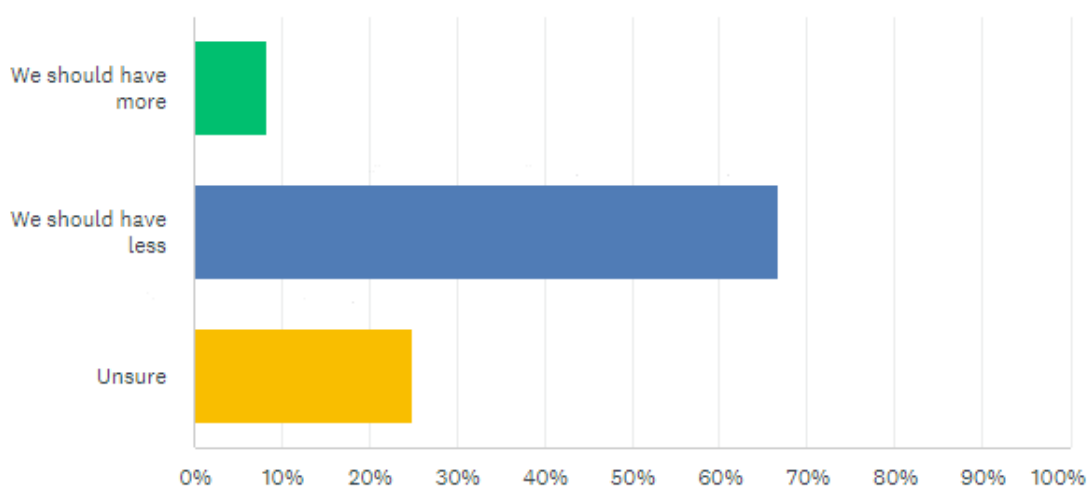


<b>Councillor from ward only</b>	19	42.22%
<b>Mixture of ward and at large</b>	17	37.78%
<b>At large only</b>	7	15.56%
<b>Unsure</b>	2	4.44%

**Comments included:**

- *I would be interested in Councillors being elected at large and that they focus on the district as a whole more than small interest groups and create unnecessary division between the towns and rural areas of the district. Having members stand "at large" means that I could cast my votes for very competent members residing outside my "ward" over a less competent group standing in my ward. As members have a responsibility to represent the whole district on council, it sets up some conflict and possible confusion when they state they are acting on behalf of a town or part of the community. I should be able to vote for the best candidates regardless of where they stand.*
- *3 distinct areas should be represented*
- *2 councillors from each ward with 3 x at large councillors and one Mayor*
- *Thinking of ourselves as a district would seem a positive step forward whilst not losing our individual town character - roles of CB made specific to capture local community needs?*

36 people answered the question: **Do you think we should have more, fewer or the same number of elected members?**



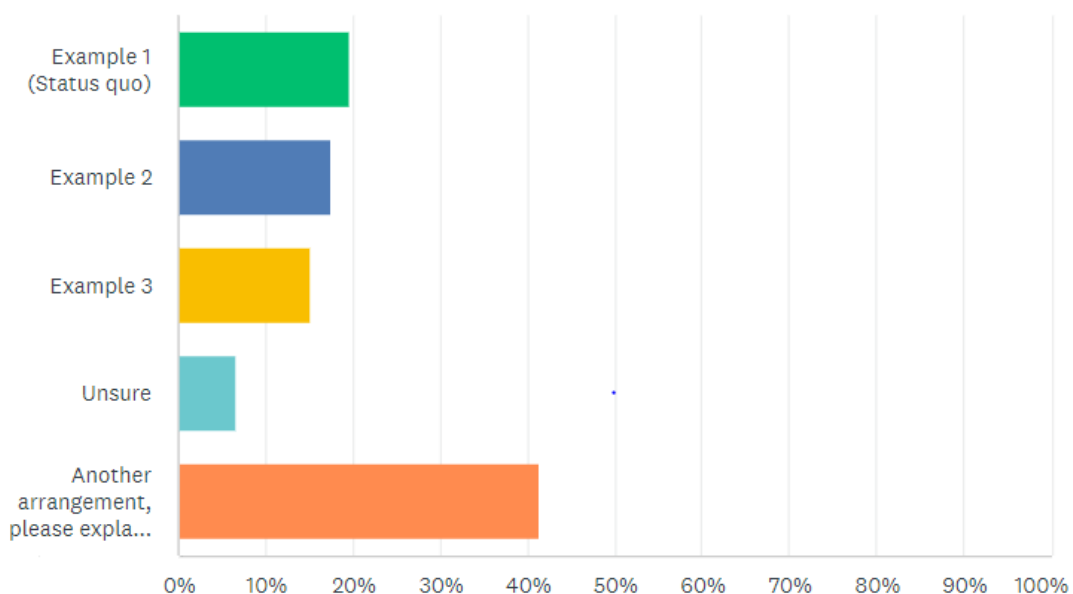
<b>We should have more</b>	3	8.33%
<b>We should have less</b>	24	66.67%
<b>Unsure</b>	9	25%

**Comments included:**

- *Less members means pay per member could increase and may be more reflective of the hours of work our elected members put in*
- *Status quo re total numbers*

- *The current representation system can result in weak governance. With a small population, Council and elected members are at risk of becoming overly collegial and parochial. While the SWDC exists, there need to be at least seven elected members - with at least three members elected at large. Hopefully, that would encourage elected members to engage in decisions that do not affect personal community of interest. Also, you need enough to ensure some are retiring and some are coming through. I agree that remuneration feels low compared to the learning curve required of new Councillors but more councillors mean more representation for the community. Also, there are intrinsic rewards for serving the District*

46 people answered the question: **If you would like to see an alternate arrangement for South Wairarapa, indicate your preference from the examples above:**



Example 1 (status quo) 3 Cr per ward + Māori ward	9	19.57%
Example 2 2 Cr per ward + Māori Ward	8	17.39%
Example 3 2 Cr per ward + Māori Ward + 2 Cr at large	7	15.22%
Unsure	3	6.52%
Other	19	41.30%

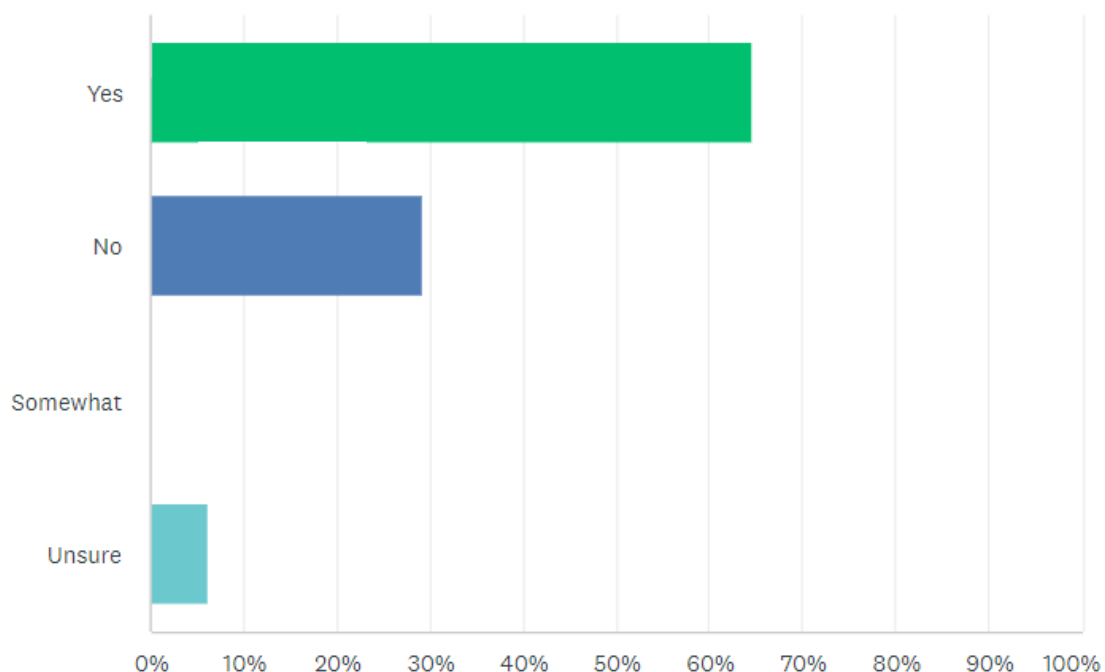
**Comments for other included:**

- *Between 8 to 10 "at large" only. This will provide governance of the region as a whole rather than the current situation of three separate wards, sometimes competing against each other for limited resources and unable to look at the bigger picture.*

- *One council. Elected by total vote across the entire district, thereby all councillors are responsible to the WHOLE district rather than a proportion of it as per the current model (and those proposed above.)*
- *Remove the wards and community Boards. Eight councillors at large is all that is required with a tiny population and is still far greater per person than most councils. Keeping it in wards and only voting for those in a single ward lowers the quality of representation.*
- *Less councillors but more at large representing what's best for whole district - maybe max 6 at large, 1 rural and 1 Māori*
- *Increase councillors and drop community boards with the cost saving this will pay for another councillor. Community Boards are a waste of money*
- *One from each ward and 6 at large plus the Māori rep.*
- *Rural ward.*

48 people answered the question: **Should we have Community Boards.**

Noting, the 48 responses include at least five responses from current community board members.



Yes	31 (including 5 from current CB members)	64.58%
No	14	29.17%
Unsure	3	6.25%

## 5. Changes to the Local Electoral Act Provision for Māori Wards

The Local Government (Electoral Legislation and Māori Wards and Māori Constitution) Amendment Bill was introduced on 20 May 2024, reintroducing provisions for binding polls on the establishment of Māori wards/constituencies and providing transitional arrangements for councils that have resolved to establish Māori wards/constituencies since 2020 without holding a poll.

On [22 November 2023 Council](#) resolved to establish Māori Wards for the 2025 and 2028 Triennium (DC2023/175). South Wairarapa District current population on the Māori Electoral role allows for one Māori ward, at large, across the district.

For SWDC, transitional arrangements proposed in the Bill would require the Council to either rescind the decision to establish Māori wards; or hold a binding poll alongside the 2025 local elections to decide whether Māori wards should continue.

The Strategy Working Committee cannot make any decision on these arrangements until the Bill is enacted, which is expected to be in late July. This report is prepared on the basis that the SWDC will continue with its representation review as currently in progress.

## 6. Options

Strategy Working Committee is required to adopt the preferred representation for the 2025 & 2028 local elections **by 31 July 2024**.

- Noting that SWDC may have no fewer than 6 members nor more than 30 members (including the Mayor).
- Noting that SWDC must retain a minimum of **7** ward councillors to retain **1** Māori member. 1 Māori Ward will sit at large across the district.
- Noting that representation must be +/- 10%.

When resolving its initial proposal, each local authority must act in accordance with the requirements of the:

- Local Electoral Act 2001, and
- the consultation and decision-making provisions of the Local Government Act 2002.

Appendix 1: Representation Options for 2025 and 2028 local elections to be tabled at the Strategy Working Committee meeting 3 July 2024.

## 7. Consultation and engagement implications

Following adoption at the Strategy Working Committee on 31 July 2024 for the preferred representation in 2025 and 2028, SWDC will go out for consultation under the [Special Consultative Procedure](#) between 5 August – 8 September 2024.

Public notice of the initial proposal (which includes consultation opening) is required within 14 days of the resolution (no later than 8 August 2024).

If SWDC receives no submissions during the consultation process, the proposal becomes the basis for election at the next triennial election and the council gives public notice accordingly.

If submissions are received, Council must consider these and may change its proposal as a result. Hearings are currently scheduled for 18 & 19 September 2024 and deliberations on 2 October 2024.

If a council receives any appeal or objection following its final proposal it must refer its proposal to the Local Government Commission for determination along with the appeals and objections received by 20 December 2024.



## 8. Next Step

Council officers request the Strategy Working Committee provide clear direct to Council officers on their preferred option for representation in the 2025 and 2028 local elections. For officers to prepare the initial proposal and consultation documents for adoption on 31 July 2024.

[In accordance with section 19L of the Local Electoral Act 2001](#) a territorial authority or regional that makes a resolution under [section 19H](#), [19I](#), [19J](#), or [19JAA](#), that territorial authority must, as soon as practicable after making that resolution,—

(a) send a copy of that resolution to—

- (i) the Commission; and
- (ii) the Surveyor-General; and
- (iii) the Government Statistician; and
- (iv) the Remuneration Authority;

## 9. Appendices

Appendix 1 – Representation Options for 2025 and 2028 (to be tabled)

Contact Officer: Nicki Ansell, Lead Advisor, Policy & Projects.

Reviewed by: Paul Gardner, Group Manager Corporate Services

# **Appendix 1 – Representation Options for 2025 and 2028 (to be tabled)**

## Appendix 1 – Representation Options for 2025 and 2028 (to be tabled)

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During the Council's Representation Review workshop on 26 June 2024, discussions were held around representation options ahead of the SWC meeting 3 July. This workshop was attended by a Representation Review expert from electionz.com to help answer questions from elected members.

### 1. Wards

The general discussion from the workshop included support for the current wards of Featherston, Martinborough and Greytown, acknowledging their unique character and needs. Although mention was made of larger geographical areas (such as Martinborough) it is important to note that the Representation Review relates to population data rather than geographical areas and our three wards are currently evenly split with an average electoral population of 3,600 per ward. All options below include wards for Featherston, Martinborough and Greytown.

### 2. Number of Councillors

Support for the current number of councillors was endorsed at the representation review workshop, rather than reducing the total number of councillors for 2025. This relates to workload and complexity of issues ahead for South Wairarapa.

All options below are for either 9 or 10 councillors in total. With Option A having the same number of councillors for the 2025 local election.

### 3. At Large

Discussion at the workshop included At Large representation, which is when a councillor represents across the district rather than by wards. Initial feedback indicated community support for this option to help with governance across all of South Wairarapa. Discussion by councillors indicated more support for At Large than not.

Option A includes At Large representation. Council officers have recommended Option A, and At Large representation for the 2025 and 2028 triennium, due to the initial community support and the general support from councillors.

### 4. Community Boards

The community feedback to date has supported Community Boards. However, the council is split due to their effectiveness and may support Community Boards for the next triennium should their role be enhanced. General discussion included a lack of individuals standing for these roles, with Featherston being the only Community Board that had more than three people standing at the last local election, the cost of running Community Boards, and if that representation can be seen elsewhere. Community Boards are a topic for discussion, and therefore it would be good to

include any considered changes in the initial option to allow further feedback to councillors through the consultation process.

A change to Community Boards is in both Option A and Option C.

## 5. Rural Wards

A lot of discussion was around the introduction of one or more rural wards. The council feels the rural voice is an important voice and consideration and discussion was given to a rural ward for 2025 and 2028. A rural advisory group was raised as an option and received greater support from councillors than an introduction of a rural ward at this time.

Therefore, a Rural Advisory Group has been included in Option A.

### Options and Considerations to be tabled

#### Option A: Change (Recommended Option)

This is our recommended option as it includes At Large Representation, Rural Advisor Group and the same number of councillors. It is also our preferred option as it retains the current ward structure, while adding change that is clear, easy to understand and reflects forward-looking governance.

Ward	Number of Councillors	Electoral Population Data	Representation per Councillor
Greytown Ward	2 Councillors	3,880	1,940
Featherston Ward	2 Councillors	3,320	1,660
Martinborough Ward	2 Councillors	3,780	1,890
Māori Ward	1 Councillor	900	900
At Large	2 Councillors		
<b>Total</b>	<b>9 Councillors</b>	11,880	

Consult on no Community Boards	Rural Advisory Group established
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#### Option B: Stay the same (Status Quo)

Ward	Number of Councillors	Electoral Population Data	Representation per Councillor
Greytown Ward	3 Councillors	3,880	1,293
Featherston Ward	3 Councillors	3,320	1,107
Martinborough Ward	3 Councillors	3,780	1,260
Māori Ward	1 Councillor	900	900
<b>Total</b>	<b>10 Councillors</b>	11,880	

Martinborough Community Board	3 elected members
Greytown Community Board	3 elected members
Featherston Community Board	3 elected members

**Option C: Rural Ward** (or something similar)

Ward	Number of Councillors	Electoral Population Data	Representation per Councillor
Greytown Ward (change to boundary lines)	2 Councillors	?	?
Featherston Ward (change to boundary lines)	2 Councillors	?	?
Martinborough Ward (change to boundary lines)	2 Councillors	?	?
Greytown rural ward	1 Councillor	?	?
Martinborough rural ward	1 Councillor	?	?
Featherston rural ward	1 Councillor	?	?
Māori Ward	1 Councillor	900	900
<b>Total</b>	<b>10 Councillors</b>	11,880	

Consult on no Community Boards	
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On 3 July we are seeking direction from the Strategy Working Committee for their preferred option for consultation with the community in August. On 31 July, the Strategy Working Committee will need to adopt their initial proposal for representation, SOP and consultation document. With consultation opening 5 August 2024.

Contact Officer: Nicki Ansell, Senior Advisor Policy & Projects.  
Reviewed by: Rob Thomas, Manager Stakeholder Relationships

AGENDA ITEM 9.3

## LOCAL GOVERNMENT NEW ZEALAND COMMUNITY BOARD CONFERENCE 2024

### Purpose of Report

To inform the Featherston Community Board of the Local Government New Zealand Community Boards Conference 2024 and to seek a nominee to attend the event.

### Recommendations

Officers recommend that the Community Board:

1. *Receive the Community Boards Conference 2024 Report.*
2. *Considers whether it would like to nominate one or more community board members to attend the 2024 Community Boards Conference with an associated commitment of up to \$1,603.60 per attendee, to be funded from the operational budget.*

## 1. Background

The Local Government New Zealand (LGNZ) Community Boards Conference takes place every two years. It was introduced in 1997 to bring together the community boards throughout New Zealand to share practice and to help improve the understanding of work of community boards.

The 2024 Community Boards Conference is being held on 21-23 August 2024 at Te Whanganui-a-Tara Wellington at the Tākina Convention Centre. The full programme for the conference is available at <https://www.lgnzconference.co.nz/community-board-conference>

## 2. Community Board Awards

The conference is also the host to the Community Board Awards.

Community Boards are encouraged to submit entries and demonstrate how they are transforming the lives of locals in Aotearoa New Zealand for the better, and pushing the boundaries of what local government does. All you need to know to enter the SuperLocal Awards can be found on the website, including categories, awards and their descriptions, application questions, terms and conditions and FAQs.

Applications to the Community Board Awards are due by 5pm on 21 June. Award Categories are; The SuperHuman Award, The SuperEngaged Award, The SuperCollab Award, The SuperIdea Award, The SuperSteward Award.

<https://www.lgnzconference.co.nz/superlocal-awards-2024>

### 3. Attendee Expectations

It is expected that a written report back is provided through a Chair or member report to a community board meeting following the event.

### 4. Financial Considerations

The conference cost per member is estimated to be \$1,603.60. The Community Board is able to nominate member(s) to attend the conference at the Community Board's own expense within the confines of available funds in its operating budget as shown in the Income and Expenditure Statement. The estimated budget is as follows:

Community Boards Conference	\$
Early bird conference registration (paid by 12 July 2024)	\$895.00
Community Board Dinner and Awards Night	\$240.00
Travel (as per SWDC Travel Expenses Policy)	\$268.60
Miscellaneous expenses	\$200.00
<b>Total estimated cost per member</b>	<b>\$1,603.60</b>

### 5. Booking Process

A resolution is required from the community board nominating the member(s) to attend the conference and the associated commitment detailed above.

The conference bookings will be made by officers. Other miscellaneous expenses may be claimed by nominees on their return as per Council's Remuneration Policy.

### 6. Conclusion

Members who have attended the conference in the past have found them worthwhile. Community boards may wish to take advantage of this opportunity and nominate one or more members to attend the 2024 event.

Contact Officer: Robyn Ramsden, Community Democracy Advisor  
Reviewed By: Rob Thomas, Manager, Democracy and Engagement

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## Featherston Wastewater Treatment Plan Consent Update Report

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### 1. Purpose

To provide the Featherston Community Board with the Report that went to the Strategy Working Committee on 3 July 2024.

### 2. Recommendations

Officers recommend that the committee:

1. *Receive the Featherston Wastewater Treatment Plan Consent Update Report.*

### 3. Executive Summary

To provide the Featherston Community Board with the Report that went to the Strategy Working Committee on 3 July 2024.

### 4. Appendices

Appendix 1 - Featherston Wastewater Treatment Plan Consent Update Report



# **Appendix 1 – Featherston Wastewater Treatment Plan Consent Update Report**

## Featherston Wastewater Treatment Plant Consent Update Report

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### 1. Purpose

To inform the Committee of the status of the application for a consent to operate the Featherston Wastewater Treatment Plant and present opportunities for council officers and elected members to support the public notification process expected to occur in August or September this year.

### 2. Executive Summary

The Featherston Wastewater Treatment Consenting project has now reached a point where there will be a public notification of the application for a new resource consent.

The attached report from Wellington Water gives a summary of the proposal and outlines the next steps in the process now being led by Greater Wellington Regional Council. SWDC and WWL will support the official notification process and there are opportunities for council officers and elected members to participate in this support, which are outlined in the attached paper. However, it is noted that the timing of the consultation conflicts with other planned consultations and is not optimal.

Senior WWL staff will attend to talk to the report.

Note: a copy of this report will be submitted to the Featherston Community Board for their information at their next scheduled meeting.

### 3. Recommendations

Officers recommend that the *Committee*:

1. Receive the Featherston Wastewater Treatment Plant Consent – Update Report; and
2. Note the opportunities to support the notification process.

### 4. Discussion

Although there is an existing and agreed Stakeholder Engagement Plan and the consultation for this project is to be run out of WWL, SWDC staff wish it to be noted that council officers and elected members will have diminished capability to support the consultation process due to other consultation activities planned for the same period. The timing may also be problematic for optimal community participation. These two factors need to be weighed up against the flow on effects to the project about deferring consultation, and the impact on the relationship with GWRC.

## **5. Appendices**

Appendix 1 – Featherston Wastewater Treatment Plant Consent – Update Report

Contact Officer: Robyn Wells, Principal Advisor – 3Waters

Reviewed By: Stefan Corbett, Group Manager Infrastructure and Community  
Operations

# **Appendix 1 – Featherston Wastewater Treatment Plant Consent – Update Report**

# Featherston Wastewater Treatment Plant Consent – Update

18 July 2024

**Author** – Linda Fairbrother, Project Lead, Major Projects, Wellington Water

**Approver** – Stefan Corbett, Group Manager Partnerships and Operations, South Wairarapa District Council

## Recommendations

1. It is recommended that the council:
  - I. **Receive** this paper; and
  - II. **Note** the opportunities to support the notification process.

## Summary

2. The Featherston Wastewater Treatment Plant (WWTP) needs upgrades to improve environmental outcomes and to get a new resource consent.
3. A new resource consent application was lodged with Greater Wellington Regional Council (GWRC) in May 2023 and will soon be publicly notified.
4. Since the application was lodged we have been working through the section 92 request for information process, our final response was provided to GWRC on 4 June 2024.
5. The next step in the consenting process is the public notification of the application, this is expected in August or September this year.
6. There are opportunities for council officers and elected members to support the public notification process.

## Background

7. The Featherston wastewater treatment plant has been operating under an historic consent since 2012. Two consent applications were lodged since then and in 2020, the South Wairarapa District Council (SWDC) engaged Wellington Water to identify a solution for the treatment and management of Featherston's wastewater.
8. In 2021 Wellington Water presented a short list of options for a 30 year solution for treating Featherston's wastewater, however SWDC advised none of the options were affordable for the community.
9. Following this, SWDC and Wellington Water developed an affordable and pragmatic proposal that will allow time to trial and implement innovative treatment systems and new disposal systems. The monitoring and testing of these new systems will help inform the long-term investment requirements and support the transition to land-based disposal over time.
10. In May 2023 a new 10 year resource consent application was lodged by Wellington Water, on behalf of South Wairarapa District Council, to Greater Wellington Regional Council (GWRC) for the discharge of treated wastewater.
11. On 11 July 2023, GWRC issued a further information request under section 92 of the Resource Management Act. Following discussions and engagement with GWRC, further work was undertaken over the 23/24 summer period to inform the responses to remaining questions within s92. This additional work included further water quality monitoring, data analysis and modelling.
12. A trial of a pilot Dissolved Air Flotation (DAF) unit was also undertaken during January to March 2024, providing valuable data regarding the effectiveness of this treatment technology for the Featherston Wastewater Treatment Plant conditions. This data enabled further refinement of the technical assessments and assumptions made around wastewater quality.
13. The final response to the s.92, updated AEE and supplementary technical reports were submitted to GWRC on 4th June 2024.

## The proposal

14. The proposed upgrades and duration of the consent application balance improving environmental outcomes in the short term and gathering information to support a long term solution within a defined budget.
15. The proposed upgrades include:
  - a. improving the performance of the oxidation ponds,
  - b. a new treatment process to improve clarity – likely a Dissolved Air Flotation (DAF),
  - c. a trial of land irrigation on part of the council owned Hodder Farm, and
  - d. introducing a wetland to filter and diffuse treated effluent prior to being discharged into Donalds Creek.
16. A diagram of the proposed improvements can be found on the [project website](#) and in Appendix A

## Oxidation pond improvements.

17. New screening will be installed at the outlet into the ponds, this will reduce the level of rubbish, sanitary products and other material entering the oxidation ponds.
18. Baffles and aeration will be installed in the existing oxidation ponds to prevent wastewater short-circuiting and to reduce Biochemical Oxygen Demand (BOD<sub>5</sub>) of wastewater leaving the ponds.

## New clarification process

19. A new treatment process (likely a DAF unit) to reduce suspended solids and solids-bound contaminants in the pond effluent will be constructed.
20. This new treatment will also improve UV performance as the clarity of the wastewater will be improved.
21. A trial of a DAF plant was undertaken over summer 2024 which demonstrated the improvements that can be achieved.

22. In conjunction with the clarification process, allowance has also been made for sludge dewatering / treatment, sludge is a by-product of the clarification process.

### Land irrigation trial

23. A trial of land irrigation will be undertaken on 3.5ha – 7ha on the council owned Hodder Farm.
24. Irrigation will be through **surface** or **sub-surface** means, there will be no risk of spray drift which was a significant concern with a previous consent application.
25. The land irrigation trial area will be planted, there will not be grass for grazing or harvesting like Greytown and Martinborough land treatment. We are working with iwi to agree what plants should be used.
26. The trial will start with a 3.5ha area, this can be increased up to 7ha as the trial progresses and we increase our understanding of the opportunities and limitations of this process.
27. This is an important step to show long-term suitability and viability of treated effluent land application in Featherston.

### New wetlands

28. New constructed wetlands will be installed for further treatment of wastewater that cannot be applied to the land treatment trial.
29. These are designed to reduce suspended solids, nitrogen, and phosphorus through plant uptake.
30. The existing discharge channel to Donald's Creek will also be re-formed and revegetated to provide additional land and plant contact before the treated wastewater enters Donald's Creek.

### The resource consent process

31. The new resource consent application was lodged with Greater Wellington Regional Council in May 2023.



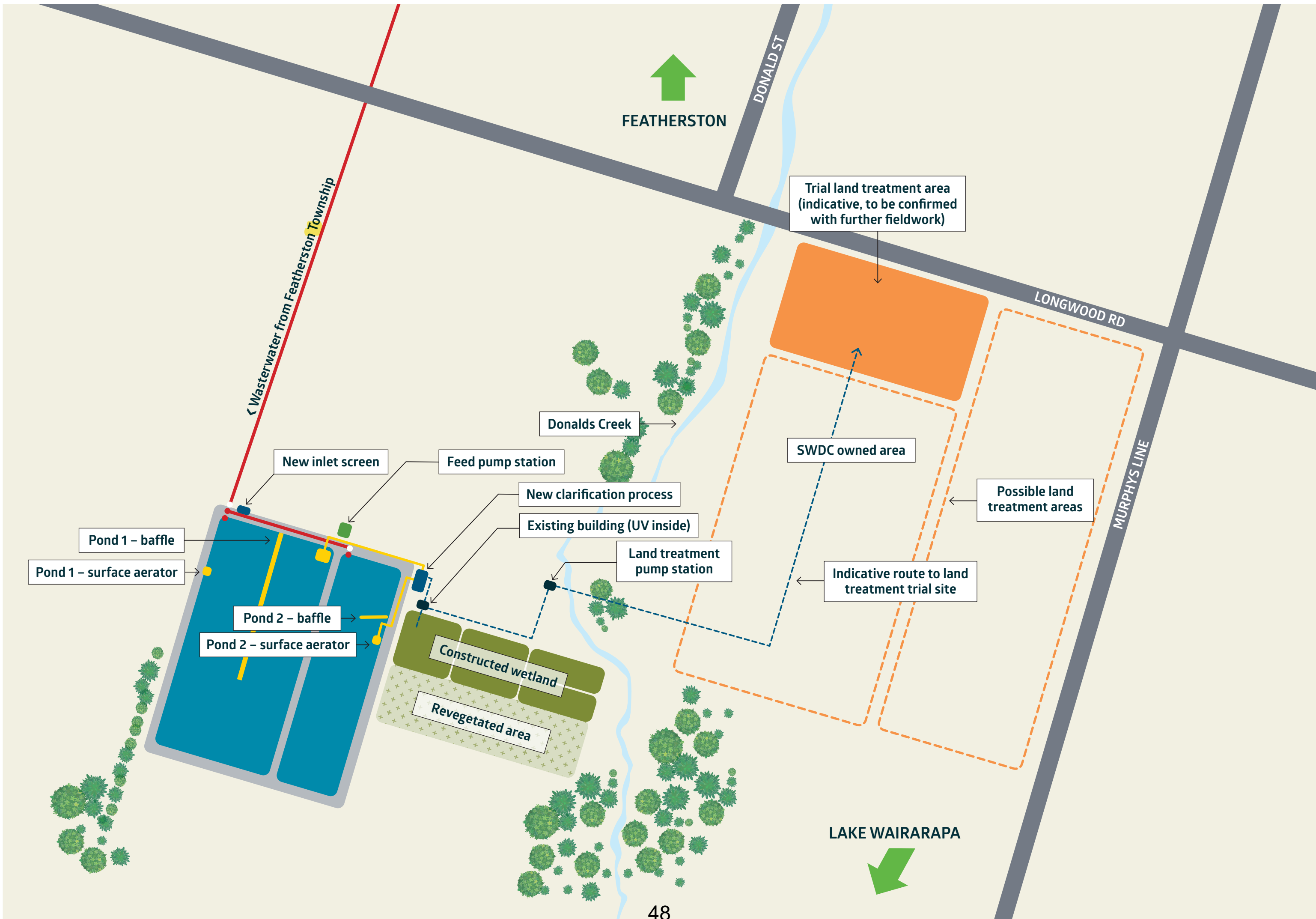
32. Following lodgement of the application GWRC issued a section.92 (s.92) request for information.
33. The information and clarifications requested required additional work and summer low flow environmental monitoring (water quality and ecology) to be undertaken.
34. The final response to the s.92, together with an updated Assessment of Environmental Effects (AEE) and supplementary water quality and ecology reports was provided to GWRC on 4 June 2024.
35. Once GWRC confirm they are satisfied that the s.92 has been fully resolved the next step in the process is to publicly notify the consent application.
36. GWRC manage the official notification process, Wellington Water and SWDC will support it.
37. The notification submission period is 20 working days, in this time any member of the public can make a submission to share their views on the consent application.
38. Once the 20 working day submission period is complete there is an opportunity to engage with submitters to better understand, and discuss any concerns raised in their submissions.
39. Following the submission period the next step is a hearing where a panel of commissioners (appointed by GWRC) will hear from submitters, the applicant and experts to make a decision on the consent application.
40. A summary of this process can be found on the [project website](#) and in Appendix B

## Engagement plan for the notification stage

41. The project team are working to finalise a communications and engagement plan for the notification stage of the project. This will be agreed with the SWDC Communications Advisor and the Group Manager, Partnerships and Operations.

42. The key objectives of this plan are to ensure the community is well informed about the consent application, the proposed improvements for the wastewater treatment plant and are fully informed about the notification process.
43. There will be community drop-in sessions where the project team will be available to discuss the project, the consent application and the submission process.
44. There are opportunities for council officers and elected members to support the engagement through the notification process by:
- a. Sharing and promoting information before the notification period begins;
  - b. Sharing and promoting information about community drop in sessions;
  - c. Participating in community drop in sessions; and
  - d. Supporting community members to make a submission or referring them to the project team for assistance.
45. Separate briefings will be held with council officers and elected members before community drop in sessions to ensure that those attending are fully informed about the application and the submission process.

## Appendix A – Upgrades diagram



## **Appendix B – Consenting Process Summary**



# Featherston Wastewater Treatment Plant Consenting Process

Wellington Water, on behalf of South Wairarapa District Council (the applicant), has applied to Greater Wellington Regional Council for new resource consents for the Featherston wastewater treatment plant.

Resource consents can take a long time to process and involve many steps. Here's an overview of the process we expect to go through for this resource consent application.



More information can be found here –  
[www.environment.govt.nz/publications/resource-consent-process-for-notifiedlimited-notified-applications](https://www.environment.govt.nz/publications/resource-consent-process-for-notifiedlimited-notified-applications)

## Steps we've taken since 2020:

- Consulting with the community and our mana whenua iwi partners – this remains ongoing
- Prepared the resource consent application and supporting Assessment of Effects on the Environment (AEE)
- Submitted the application to Greater Wellington Regional Council (GWRC).

Where we're at (August 2023):

- GWRC accepted the application as complete
- GWRC requested further information (referred to as a Section 92 (1) request)
- We are currently collating the information that GWRC requested.

[www.wellingtonwater.co.nz/projects/featherston-wastewater-project](https://www.wellingtonwater.co.nz/projects/featherston-wastewater-project)

## Next steps

**Application publicly notified** – This process is where the community may submit their views on the application.

Once the Section 92 (1) process is complete, GWRC will publicly notify the application. This will include public notices in local newspapers. The application will be available on the GWRC website and hard copies will also be available at the Featherston library and the South Wairarapa District Council (SWDC) office.



## Have your say

**Submission period** – The community can make submissions on the application to GWRC and indicate whether they would like their submission heard at a hearing.

The submission period lasts a minimum 20 working days.

SWDC, supported by Wellington Water, will undertake community engagement during the submission period to help people understand the application and the consent process.



**Submissions close** – At the end of the submission period, submissions close and GWRC will review the submissions.

This may lead to another request for further information or additional reports being commissioned. SWDC may also want to engage with submitters to better understand and discuss any concerns raised in their submission.



**Hearing** – This is where a panel of commissioners will hear from SWDC submitters and experts to make a decision on the consent application.

If a hearing is required – and we expect it will be – GWRC will appoint a panel of independent commissioners and give them authority to make a decision on the application. Submitters who indicated that they would like their submission to be heard will have the opportunity to present to the hearing panel. The hearing panel may request SWDC, GWRC, submitters and experts undertake pre-hearing meetings or mediation to narrow down the matters of concern prior to the hearing.



**Decision** – Once the hearing is completed the panel of commissioners will issue a decision on the application.



**Appeal period** – After the decision is made and following its release, the applicant and submitters have a 15 working day period where they can appeal the decision to the Environment Court.



**Final decision** – If there are no appeals, the commissioners' decision is final.



## Income & Expenditure Report

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### 1. Purpose

To present the Featherston Community Board with the most recent income and expenditure report.

### 2. Recommendations

Officers recommend that the Featherston Community Board:

1. *Receive the Income & Expenditure Report.*

### 3. Executive Summary

The Draft Income and Expenditure Statement for the period ending 31 May 2024 is attached in Appendix 1.

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

### 4. Appendices

Appendix 1 – Draft Income & Expenditure Statement for the period ending 31 May 2024.

Contact Officer: Hayley McDonald, Assistant Accountant  
Reviewed By: Charly Clarke, Acting General Manager Finance



# **Appendix 1 – Draft Income & Expenditure Statement for the period ending 31 May 2024**

## Featherston Community Board

Income & Expenditure for the Period Ended 31 May 2024

### Personnel & Operating Costs

#### Budget

Members' Honorariums	17,411.16
Communication allowances	3,189.00
Mileage reimbursements	515.00
Staff support costs	18,544.84
Operating costs	2,575.00
<b>Total Personnel &amp; Operating Costs Budget 2023-2024</b>	<b>42,235.00</b>

#### Expenses

##### Personnel Costs

Members' Honorariums	15,960.23
Communication Allowance	2,919.93
Mileage reimbursements	-
Staff support costs	14,942.44

**Total Personnel Costs to 31 May 2024** **33,822.60**

##### Operating Expenses

31/05/2024 Communication Allowance	-
31/05/2024 Mileage reimbursements	-
31/07/2023 Meeting Room hire	69.57
30/08/2023 Meeting Room hire	34.78
20/09/2023 Community board Levy	275.00
30/09/2023 Meeting Room hire	34.78
31/10/2023 Meeting Room hire	34.78
30/11/2023 Meeting Room hire	34.78
31/12/2023 Meeting Room hire	69.57
31/01/2024 Meeting Room hire	34.78
29/02/2024 Meeting Room hire	34.78
31/03/2024 Meeting Room hire	34.78
30/04/2024 Meeting Room hire	35.20
23/05/2024 Meeting Room hire	35.20
<b>Total Operating Expenses to 31 May 2024</b>	<b>728.00</b>

#### Committed funds

Resolution date	Original commitment	Spent to date	Remaining commitment
Members' Honorariums	17,411.16	15,960.23	1,450.93
Communication allowances	3,189.00	2,919.93	269.07
Mileage reimbursements	515.00	-	515.00
Staff support costs	18,544.84	14,942.44	3,602.40
30/11/2022 Venue Hire	960.00	669.55	290.45
22/02/2023 Featherston community board sign	200.00		200.00
22/02/2023 Refreshments - meetings	150.00		150.00
17/05/2023 Community board sign	410.00		410.00
7/02/2024 Printing/distribution of flyers	69.57		69.57
7/02/2024 Featherston Foodbank Koha	130.43		130.43
			-
<b>Total Commitments</b>			<b>7,087.85</b>

#### TOTAL OPERATING EXPENSE BUDGET AVAILABLE\*

**596.55**

\* remaining budget for personnel and operating expenses does not carry over into subsequent financial years

### Grants

#### Income

Annual Plan 2023-24 grant allocation	4,700.00
<b>Total Income for 2023-2024</b>	<b>4,700.00</b>

#### LESS: Grants paid out

17/07/2023 Winter Jacket credit		(43.48)
24/08/2023 Wairarapa mathematics Association	Annual maths competition	300.00
17/08/2023 Featherston Christmas parade	Featherston Christmas parade	500.00
16/02/2024 Nuku Ora	Run and Become event	500.00
17/05/2024 Wairarapa mathematics	support Mathrarapa 2024	300.00
<b>Total Grants paid out to 31 May 2024</b>		<b>1,556.52</b>

#### LESS: Committed Funds

Resolution date	Original commitment	Spent to date	Remaining commitment
19/05/2020 FCB2020/16 - Wairarapa Maths Association	300.00	400.00	(100.00)
3/08/2022 FCB 2022/39 - Featherston Christmas Parade	500.00	484.35	15.65
1/11/2023 FCB 2023/38 - Maori Language week	1,578.58	-	1,578.58
8/05/2024 FCB-2024/27 - Wairarapa mathematics	300.00	300.00	-
<b>Total Commitments</b>			<b>1,494.23</b>

PLUS: Balance Carried forward from previous year

**2,891.21**

#### TOTAL GRANTS FUNDS AVAILABLE

**4,540.46**

## Featherston Community Board

### Community Development Fund for the Period Ended 31 May 2024

#### Income

Annual Plan 2023-2024 allocation	11,500.00
<b>Total Income 2023-2024</b>	<b>11,500.00</b>

#### Community Development Fund - operating

16/08/2023	Wai Wheels Featherston	Wai wheels November event	440.00
16/08/2023	Predator Free Featherston	Elimination of pests from Featherston	1,000.00
1/09/2023	Maxwell W	Matariki celebration	1,000.00
7/09/2023	Flagmakers	Te Wiki o Te Reo Maori flags	1,578.40
12/12/2023	Featherston Memorial RSA	Repairs and modernisation	500.00
18/12/2023	Featherston Booktown Trust	Grant application	1,500.00
31/01/2024	Featherston Phoenix	advertising	1,539.13
23/05/2024	Cobblestone trust	FCB2024/26	868.00
15/04/2024	Flagmakers	FCB2024/28	1,784.50
22/05/2024	Pae Tu Mokai O Tauira	FCB2024/28	2,500.00
18/05/2024	Featherston Rugby football club	FCB2024/29	2,500.00

<b>Total Community Development Fund - operating to 31 May 2024</b>	<b>15,210.03</b>
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#### Community Development Fund - capital

Local Government Community Board Levy 2022/23	
<b>Total Community Development Fund - capital to 31 May 2024</b>	<b>-</b>

#### LESS: Committed Funds

Resolution date			Original commitment	Spent to date	Remaining commitment
28/06/2022	FCB 2022/31 - Flooding Events	400 Sandbags for flooding	500.00	359.95	140.05
3/08/2022	FCB 2022/38 - NZ Storage Box	NZ Storage Box	7,845.00	7,990.16	(145.16)
29/09/2022	FCB 2022/42 - Beautification Group	Subject to confrimaton of quotes received		-	4,200.00
22/02/2023	FCB 2023/08 - Berm planting	Design & guidelines for berm planting	500.00	-	500.00
22/02/2023	FCB 2023/08 - Building painting	Intiate building painting Main st	500.00	-	500.00
1/11/2023	FCB 2023/38 - Divine River	Workshops and programmes for youth	495.00	-	495.00
1/11/2023	FCB2023/41 - Featherston Phoenix	full page advertising	1,770.00	1,539.13	230.87
7/02/2024	FCB2024/11 - Mulled wine concert	Cultural wellbeing event	250.00		250.00
8/05/2024	FCB2024/17 - Flags	Welcome to featherston flags	2,059.00		2,059.00
8/05/2024	FCB2024/19 - Anzac Flags	New design	1,902.61	1,784.50	118.11
8/05/2024	FCB2024/25 - Menz shed	building little libraries	250.00		250.00
					-
<b>Total Commitments</b>					<b>8,597.87</b>

#### PLUS: Balance Carried forward from previous year

25,733.94

#### TOTAL COMMUNITY DEVELOPMENT FUNDS AVAILABLE

**13,426.04**

## Financial Assistance Report

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### 1. Purpose

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

### 2. Recommendations

Officers recommend that the Community Board

1. *Receive the Financial Assistance Report.*
2. *Consider the application from Wai Wheel for funds of \$600.00 to come from the Community Development fund for the purpose of running the annual Wai Wheels event.*
3. *Consider the application from Kuranui College Kapahaka Group for funds of \$1,000.00 to come from the Community Development fund for the purpose of purchasing Kapahaka Uniforms for students.*
4. *Consider the application from Nuku Ora for funds of \$1,000.00 to come from the Community Development fund for the purpose of running 'Have a Go' day in Featherston.*
5. *Consider the application from Lady Featherston's Lemon Ball for funds of \$1,500.00 to come from the Community Development fund for the purpose of hosting a creative community ball at the Anzac Hall.*

### 3. Executive Summary

The Featherston Community Board has received one funding application for consideration in the current funding round. This report presents the board with applications received requesting financial assistance.

### 4. Background

The Board has delegated authority to make financial decisions within the confines of the allocated and available budget and the Board operates its grant fund in accordance with the Council's [Grants Policy](#).

Community boards are allocated funding for grants through the Long-Term Plan/ Annual Plan. The current funding amount is available on the Income & Expenditure Statement.

## 5. Prioritisation

### 5.1 Te Tiriti obligations

Engagement considered not required in this case.

### 5.2 Strategic alignment

How does this align with strategic outcomes?

- ☐ Spatial Plan
- ☒ Long Term Plan
- ☒ Annual Plan

Allocation for Grant funding is approved through the Annual Plan/Long Term Plan and supports the social, environmental, economic, and cultural outcomes.

## 6. Discussion

Under the current [Grants Policy](#) the key eligibility criteria for Community Board grants are as follows:

- Non-profit community organisations with a formed legal structure or a group of individuals who have come together for a common purpose but who do not have a legal structure may apply.
- The applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought but the applicant must be able to demonstrate that the activity benefits the ward where the funds are being sought.

The Grants Policy sets out further criteria.

### **6.1.1. Application from Wai Wheels**

The application from Wai Wheel meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

### **6.1.2. Application from Kuranui College Kapahaka Group**

The application from Kuranui College Kapahaka Group meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

### **6.1.3. Application from Lady Featherston's Lemon Ball**

The application from Lady Featherston's Lemon Ball Committee meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

## 7. Options

	Option 1	Option 2
Description	Approve a/the funding applications for the amount requested or a lesser amount.	Decline a/the funding applications.
Advantages	Support community organisations and align with the social, environmental, economic and/or cultural outcomes of Council.	Maintain the available fund for allocation to future applications.
Disadvantages	Decrease the available fund for allocation to future applications.	Does not support community organisations.

## 8. Strategic Drivers and Legislative Requirements

### 8.1 Significant risk register

There are no significant risks identified.

### 8.2 Policy implications

Allocation decisions are made in accordance with Councils [Grants Policy](#).

### 8.3 Communications and engagement

The decisions are considered as low significance as determined by the Councils Significance and Engagement Policy.

### 8.4 Partnerships

Have you completed a communications plan for the work described/project to engage/communicate with partners/key stakeholders e.g. Waka Kotahi, Kainga Ora, community groups, particular individuals etc?

☐ Yes ☒ No

If no, is a communications plan required?

☐ Yes ☒ No

## 9. Financial Considerations

The available funding amounts are provided in the Income & Expenditure Report. In accordance with the Financial Delegations Policy, a resolution is required to allocate this fund.

Contact Officer: Robyn Ramsden, Advisor, Community Governance

Reviewed By: Rob Thomas, Manager, Stakeholder Relationships

## Action Items Report

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### 1. Purpose

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

### 2. Recommendations

Officers recommend that the Community Board:

1. Receive the Action Items Report.

### 3. Executive Summary

Action items from recent meetings are presented to the Featherston 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.

### 4. Appendices

Appendix 1 – Action Items to 25 July 2024

Contact Officer: Robyn Ramsden, Advisor, Community Governance  
Reviewed By: Rob Thomas, Manager, Stakeholder Relationships

## **Appendix 1 – Action Items to 25 July 2024**



Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
83	25-Feb-20	S Corbett	Investigate a solution for the “Welcome to Featherston” signs on State Highway 2 following notification that the location of these signs presents a risk to motorists and keep the community informed through communications.	Open	<p>Signs removed 16th/17th March due to unresolved safety concerns. Meeting onsite on 23rd March with SWDC/NZTA/FCB/Featherston Beautification Group to agree location, materials and design of supports for the signs.</p> <p>30/06/20: Progress is being made on a licence to occupy the proposed location of the signs.</p> <p>30/07/20: This is still with NZTA for a licence to occupy.</p> <p>15/10/20: Still working through the solution with NZTA.</p> <p>8/12/20: Awaiting final drawings from FBG to proceed.</p> <p>15/02/21: Progress made as per chairs report to FCB 23 Feb 21</p> <p>16/04/21: SWDC to pay for reinstatement of signs. We also need to allow for ongoing maintenance in our plans. NZTA have been provided all the info and are asking us to agree an MOU rather than a licence to occupy. Awaiting draft from them, which we'll share with the Beautification Group. Also now have approval we can reinstall the signs under the existing Resource Consent from the Planning team.</p> <p>04/06/2021: Agreement reached with NZTA, awaiting counter signing it. Quotes being sought for reinstall through FBG.</p> <p>15/06/21: Members requested an update of when the signs would be completed.</p> <p>23/07/21: The agreement with NZTA has been counter signed. Featherston Beautification Group is still seeking quotes which is taking time due to the availability of tradesmen.</p> <p>24/9/21: To be picked up by Stefan Corbett, new Group Manager Partnerships and Operations, once he starts 27/9/21.</p> <p>24/11/21: To be picked up in the New Year due to competing priorities.</p> <p>23/03/22: Council officers are in dialogue with FCB and FBS about a prompt resolution to this longstanding issue.</p> <p>13/06/22: Council is actively working with FBS and FCB on the reinstatement of the Welcome to Featherston signs and they are in the process of being reinstalled - action closed</p> <p>28/06/22: Action re-opened at the request of FCB as project is not yet complete.</p> <p>30/11/22: Mr Maxwell undertook to liaise with Stefan Corbett (SWDC, Group Manager Partnerships and Operations) Mark Shepherd (2019-22 Featherston Community Board Chair) and Rhonda Jones (Featherston Beautification Group) for updates in relation to action 83 - Welcome to Featherston signage.</p> <p><b>8/4/23: (reported to ICSC):</b></p> <ul style="list-style-type: none"> <li>New resource consent has been lodged with the Planning Team who will liaise with Waka Kotahi</li> <li>Discussions with engineer on frangibility options for the northern sign to then advise Waka Kotahi</li> <li>Once resource consent has been provided the community group will project manage the build</li> </ul> <p>17/5/23: Request clarification on if the ringfenced funds for the sign will be carried over to the new financial year. Mr Maxwell undertook working with officers on this project.</p> <p>1/11/23 update from James O'Conner given.</p> <p>7/2/24: Verbal update from R O'Leary. Further liaison is happening between planners. Seeking approval for southern sign. Northern sign is having issues of frangibility. Frangibility is the ability for a built structure to disintegrate upon impact from a vehicle. R O'Leary will continue to encourage the planners to talk. Agree to provide a community update through social media and Phoenix.</p> <p>8/5/24: Ms Jones is the Chair of the Featherston Beautification Group (FBG) and lead of the 'Welcome to Featherston' signs. FBG were given written permission by Waka Kotahi twice. Three consents applications have been sent by SWDC. One of the signs was damaged and must have a section replaced. Work on this is underway. The signs are now stored at Pope and Gray. Still forward movement despite the setback.</p> <p>Members remarked at Ms Jones tenacity and persistence to get this project off the ground and to keep working on despite the setbacks.</p>

Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
550	30-Nov-22	J O'Connor	a) To write a letter to the Department of Conservation regarding the conditions at Bucks Road Reserve in support of upgrades to the campground and include an invite to present on this subject at the next FCB meeting to be held on 22 February 2023; and b) invite mana whenua to be involved in this presentation.	Open	5/5/2023 Letter sent 5 May, waiting for a response. 1/11/23 updated to now sit with James. 8/5/24: Ms Schroeder is meeting with DoC. To ensure Mana Whenua are keep up to date with progress invite SWDC Pou Māori to the next informal meeting.
192	19-May-23	T Rutherford	Action 192: To request an update on the tender process and request the applications be provided to the board for consideration.	Open	8/4/2023: Further clarification requested by J O'Conner, what does this relate to? 8/9/23: T Rutherford to pick this up. 1/11/23 Mr Rutherford discussed the tender process for the courthouse following a response from J O'Connor. FCB asking for further clarification on the process. 7/2/24: Members discussed the new tender process for the Courthouse. The Board seeks clarification in the process. What does a defined result look like? 8/5/24: A defined result would be the establishment of a long-term lease.
196	19-May-23	R O'Leary	Action 196: For the board to work with planning officers to develop criteria for suitable road names in the Featherston ward.	Open	8/9/23: FCB to be included in development of Road Naming Policy. 7/2/24: update at meeting from R O'Leary. Work on street names will follow the completion of the Māori Policy then circulated to CBs. 8/5/24: Māori Policy still in progress. Request SWDC Pou Māori attend next FCB informal meeting.
212	9-Aug-23	N Ansell	Action 212: more detailed reporting of grants in the Financial Assistance Report required and reconsider a funding modification for grants to be changed from \$500.	Actioned	7/2/24: FCB suggested a Guidance sheet for applicants. Use the Community Wellbeing examples. What information are we gathering. Needs to be fit for purpose for the boards to make better decisions. 20/03/24: Financial reporting on grants is currently being reviewed. 8/5/24: The \$500 maximum was listed on the Grant Application forms for the 2021/22 financial year. This requirement is not a restriction based on the current grant policy or any available plans by the Community Board. Actioned.
476	1-Nov-23	R Thomas	Action 476: Update website to include strategic plans for the Featherston community board as part of the grant application.	Open	19/4/24: Digital Communications person has started. 8/5/24: FCB Chair to send short form of strategic plan to staff to add to the website.
14	7-Feb-24	FCB	Action 14: Ms Schroeder to liaise with SWDC CEO on a communication in the Phoenix on the progress of the Welcome to Featherston signs	Actioned	8/5/24: Update done by Ms Schroeder. Actioned.
27	7-Feb-24	R O'Leary	Action 27: FCB request to see the action of consent that sits with the Planning Team on the 'Welcome to Featherston' signs	Open	
28	7-Feb-24	R O'Leary	Action 28: FCB request for copies of the applications to NZTA/Waka Kotahi	Open	8/5/24: supplied in meeting.
29	7-Feb-24	N Ansell	Action 29: FCB request SWDC improved communication around the project (Welcome to Featherston Signs)	Actioned	20/3/24: Last Communication as via FB on 20 March linked to an update on the SWDC website. <a href="https://swdc.govt.nz/notices-and-updates/welcome-to-featherston-signs-update-2/">https://swdc.govt.nz/notices-and-updates/welcome-to-featherston-signs-update-2/</a> Actioned.
30	7-Feb-24	R Thomas	Action 30: FCB request confirmation of the fund for the installation	Open	8/5/24: working with finance to pinpoint funding.
207	8-May-24	J O'Conner	Action 207 - Request staff provide information on how reserves are managed by SWDC. And if there is a reserve management plan for Barr-Brown Reserve.	Open	
219	8-May-24	R Thomas	Action 219 - Members discussed lack of detail in the application from Bhartiya Samaj Lower Hutt North Island. Request staff provide feedback that there wasn't enough information to make a decision. The Board requests information on how the applicant will reach into this Community	Actioned	26/4/24: Feedback provided to applicant. Actioned.