

22 May 2024

Agenda

Notice of Meeting

An ordinary meeting will be held in the WBS Room, Greytown Town Centre, 89 Main Street, Greytown on Wednesday, 22 May 2024 at 7:00pm.

Membership of the Community Board

Louise Brown (Chair), Warren Woodgyer (Deputy Chair), Neil Morison, Jo Woodcock, Councillor Aaron Woodcock and Councillor Martin Bosley

Karakia Timatanga

*Kia hora te marino
Kia whakapapa pounamu te moana
Hei huarahi mā tatau ie te rangi nei
Aroha atu, aroha mai
Tātau I a tatau katoa
Hui e tāiki ē!*

*May peace be widespread.
May the sea be like greenstone; a pathway
for all of use this day.
Let us show respect for each other, for one
another.
Bind us all together.*

Public Business

- 1. Extraordinary Business**
- 2. Apologies**
- 3. Conflicts of Interest**
- 4. Acknowledgments and Tributes**
- 5. Public Participation**
 - 5.1 Petra Gush – Outward Bound funding recipient
 - 5.2 Sonja Bremmers – Te Hupanui Greytown Artists
 - 5.3 David Murray – World Masters Hockey Cup 2024
 - 5.4 Graeme Gray – Cobblestones Museum Trust
- 6. Actions from Public Participation**

As per standing order 15.4 Following the public forum, 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 Greytown Community Board meeting held on 21 February 2024 are true and correct record. Pages 4 – 11

Proposed Resolution: *That the minutes of the Greytown Community Board meeting held on 21 February 2024 be confirmed as a true and correct record.*

8. Chairperson Report

- 8.1 Chairperson Report Page 12 – 13

9. Reports from Chief Executive and Staff

- 9.1 Representation Review Information Report Pages 14 – 17
- 9.2 LGNZ Community Board Conference Pages 18 – 19
- 9.3 Income & Expenditure Report Pages 20 – 23
- 9.4 Financial Assistance Report Pages 24 – 27
- 9.5 Action Items Report Pages 28 – 30

10. Elected Member Reports

- 10.1 Warren Woodgyer’s Members Report Page 31

11. Public Excluded Section

11.1 Confirmation of public excluded minutes.

- 7.1 Minutes for Approval: Minutes of the Greytown Community Board Public Excluded meeting held on 21 February 2024 are true and correct record. (supplied separately)

Proposed Resolution: *That the public excluded minutes of the Greytown Community Board meeting held on 21 February 2024 are true and correct record.*

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Public excluded minutes 21 February 2024: Warren Woodgyer's Members Report	Good reason to withhold exists under section 7(2)(c)(ii).	Section 48(1)(d)

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

Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution.
The withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information— would be likely otherwise to damage the public interest.	Section 7(2)(c)(ii)

Karakia Whakamutunga

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

*Our work has finished for the time being
 Protect us all
 Our Friends
 Our Family
 Peace to the Universe*



Present: Louise Brown (Chair), Warren Woodgyer, Jo Woodcock, Neil Morison, Councillor Aaron Woodcock and Councillor Martin Bosley

In Attendance: Janice Smith (SWDC Chief Executive Officer), Amanda Bradley (General Manager, Democracy & Engagement), Alex Pigou (Team Leader Communications), Robyn Ramsden (Community Governance Advisor)

Public: Liat & Petra Gush

Media: Emily Ireland (Wairarapa Times Age)

Conduct of Business: This meeting was conducted in public in the WBS Room, Greytown Town Centre between 7.00pm and 9:07pm.

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!*

1. EXTRAORDINARY BUSINESS

GCB RESOLVED (GCB 2024/01) to add Item 12. Financial Assistance Report containing one consideration for funding a member of the community to attend Outward Bound and a repayment of expenses occurred maintaining the Main Street Barrels. They were not included in the agenda as they arrived late and cannot be delayed because the payments are due prior to the next formal meeting.

(Moved Mr Morison/Seconded Cr. Woodcock)

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.

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2. APOLOGIES

No apologies received.

3. CONFLICTS OF INTEREST

No conflict of interest declared.

4. ACKNOWLEDGMENTS AND TRIBUTES

Members acknowledged passing of Green MP Efeso Collins. This a sad time for his whanau and colleagues in Parliament.

5. PUBLIC PARTICIPATION

5.1 Petra and Liat Gush – Outward Bound

Ms P Gush told Members about the Outward-Bound course. She was really looking forward to it as she had been on the waiting list since last year. Ms P Gush has been saving and would be selling firewood and running raffles. She has also applied to the Lions and South Wairarapa Rotary.

Members commented on how valuable the Outward-Bound course is for young people. Good to see putting in an effort to fundraise. Members thanked Ms P Gush for her initiative and wished her the best on her experience.

6. ACTIONS FROM PUBLIC PARTICIPATION

No actions.

7. COMMUNITY BOARD MINUTES

7.1 Greytown Community Board Minutes – 13 December 2023

GCB RESOLVED (GCB 2024/02) that the minutes of the Greytown Community board meeting held on **13 December 2023** be confirmed as a true and correct record with the amendment France Skeet and Creeby.
(Moved Mr Morison/Seconded Cr. Woodcock)

Carried

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8. CHAIRPERSON REPORT

8.1 Chairperson Report

GCB RESOLVED (GCB 2024/03) to receive the Chairpersons report.

(Moved Cr. Woodcock/Seconded Mr Woodgyer)

Carried

Topic 1 – update on Greytown Community Barrels

Chair has discussed the state of the barrels with their caretakers. Heat tolerant plants have replaced the wilted ones.

Members discussed that the trees have not come out of the barrels. Chair to investigate. Some of the barrels are disintegrating, the board has no requirement to replace. The Community needs to be involved in the decision to keep the barrels.

ACTION 85: Request the SWDC investigate adding an emergency water tank to the Greytown Town Hall building for the purpose of watering the Main Street Barrels.

Topic 2 – First Masonic Hall in Stella Bull Park

Chair attended the last Council Meeting and provided feedback to the Board on leasing opportunities of the First Masonic Hall in Stella Bull Park. Hope to see a Community Centre set up. Applications close on 20 Feb. Intention to add to the Board's Facebook page.

Topic 3 – Volunteer Fair/Drive

The Board has decided to hold a Volunteer Fair in March 2024. Aim is to increase involvement in the community. Board to invite various organisations who need volunteers and who facilitate volunteering.

Topic 4 – Disappearance of Trax Flags

This issue has now been resolved. An assessment of remaining flags will take place before decisions are made on purchasing replacements.

Topic 5 – Community Polls

Chair has approached SWDC Communications Team Leader who has shared ways of running polls into the community; Free Survey Monkey, Microsoft Forms, Google Forms and advised checking question design.

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9. ELECTED MEMBER REPORTS

9.1 Warren Woodgyer Members Report

GCB RESOLVED (GCB 2024/04) to receive the Members Report.

(Moved Cr. Woodcock/Seconded Ms Woodcock)

Carried

Member described the state of West Street. Member requests a white line be painted on West Street between Humphries Street and North Street.

ACTION 87: Request a cost estimate for painting a white road centre line down the length (Humphries to North) of West Street.

Member has concerns about the storm water pipe crossing Reading Street.

ACTION 88: Request SWDC CEO contact Wellington Water to clean the 'water race' under Reading Street.

9.2 Jo Woodcock Members Report

GCB RESOLVED (GCB 2024/05) to receive the Members Report.

(Moved Mr Woodgyer/Seconded Mr Morison)

Carried

Member asked that the dog bag dispensers be refilled after she received complaints from members of the Community. Members questioned who looks after the dog poo bag dispensers. Staff confirmed SWDC only maintains the dispenser at the dog park.

Members discussed alternative locations to hold the 'Community Chats' including indoor venues for winter.

ACTION 90: request SWDC CEO to arrange for the stone sign and seats outside the Greytown Town Hall be cleaned.

ACTION 91: request SWDC CEO arrange the cleaning of drains on the corner of Church Street and East Street and confirm suitability of design.

Ms Woodcock to contact Waka Kotahi on their 0800 number, in the first instance, if the issue is on SH2

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Members discussed the replaced street pole outside St. Luke's Church.

9.3 Neil Morison Members Report

GCB RESOLVED (GCB 2024/06) to receive the Members Report.

(Moved Cr. Bosley/Seconded Mr Woodgyer)

Carried

ACTION 93: request SWDC CEO to check who is responsible for tree trimming and arrange a general tidy up of Greytown Cemetery.

ACTION 94: request SWDC CEO to confirm if SWDC is responsible for maintaining and updating the Millennium Cemetery Memorial shelter. If not SWDC, then who?

Members thanked Mr Morison for sharing what he discovered about 'Big Red Goods Shed' on West Street. Positive that students from Kuranui College are doing field trips to the shed and learning about engineering.

10. REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 Appointments to Community Wellbeing Committee

1. GCB RESOLVED (GCB 2024/07) to receive the Appointments to Community Wellbeing Committee paper.

(Moved Ms Brown/Seconded Cr. Bosley)

Carried

2. Recommend *Louise Brown* to be appointed as Greytown Community Boards representative to the Community Wellbeing Subcommittee.

(Moved Mr Woodgyer/Seconded Cr. Bosley)

Carried

3. Recommend *Jo Woodcock* to be appointed as Greytown Community Boards alternative to the Community Wellbeing Subcommittee.

(Moved Mr Woodgyer/Seconded Mr Morison)

Carried

Staff summarised the background of the Committee. Next steps are to approve the Terms of Reference (ToR) and then make funds available. Funds must be expended by the end of the 2027 financial year. The fund has rigours reporting to the Department of Internal Affairs. The fund must be use for the community not Rates reduction or Operational costs.

Members discussed project milestones.

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Staff confirmed that the Subcommittee needed to decide on a sitting fee. There is scope to have a Youth Representative. Membership is one Councillor from each ward and one member each from each Community Board. The SWDC CEO and Pou Māori also sit on the subcommittee. There are stringent guidelines with mana whenua in this subcommittee.

10.2 Income & Expenditure Report

GCB RESOLVED (GCB 2024/08) to receive the Income & Expenditure Report.

(Moved Ms Woodcock/Seconded Mr Woodgyer)

Carried

Members discussed commitments. Highlighted the commitment to the MenzShed to manage street flags has almost been spent.

12 Financial Assistance Report (moved)

GCB RESOLVED (GCB 2024/09) to receive the Financial Assistance Report.

(Moved Mr Woodgyer/Seconded Ms Woodcock)

Carried

GCB RESOLVED (GCB 2024/10) Agree to fund Petra Crush for \$1,000 to attend Outward Bound out of Grants.

(Moved Cr. Bosley/Seconded Cr. Woodcock)

Carried

Members invite Ms P Gush to report back to the Board after her experience.

GCB RESOLVED (GCB 2024/11) Agree to reimburse Ms Vidulich \$97.48 for goods to maintain the Main Street Barrels.

(Moved Mr Woodgyer/Seconded Mr Morison)

Carried

10.3 Action Items Report

GCB RESOLVED (GCB 2024/12) to receive the Action Items Report.

(Moved Ms. Brown/Seconded Mr Woodgyer)

Carried

537 – Reopen action. Board is aiming for 3 universal signs at each entrance to the town. Acknowledge NZTA will need to approved signs.

153 – request to see current Reserve Management Plans.

154 – Rasing concerns that there are no cross walks on West Street.

218 – Move to Actioned.

430 – Moved to actioned.

514 – Photograph added 14 Feb 24. Actioned.

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515 – staff are acquiring process.

517 – Still open.

101 – Clarification from R O’Leary. Consent condition on building at that location. Has the soil been taken or not? What is happening now? East Street 184-186. Opposite Palliser.

11. PUBLIC EXCLUDED

GCB RESOLVED (GCB 2024/13) to move into public excluded.

(Moved Ms. Brown/Seconded Cr. Woodcock)

Carried
Mr Woodgyer against.

11.1 Warren Woodgyer’s Members Report

(distributed separately)

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

Report/General Subject Matter	Reason for passing this resolution in relation to the matter	Ground(s) under Section 48(1) for the passing of this Resolution
Warren Woodgyer’s Members Report	Good reason to withhold exists under section 7(2)(c)(ii).	Section 48(1)(d)

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

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7

KARAKIA WHAKAMUTUNGA

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

The meeting closed at 9:07pm.

Confirmed as a true and correct record.

.....Chairperson

.....Date

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CHAIRPERSON REPORT

Recommendations

The Chairperson recommends that the Community Board:

1. *Receive the Chairperson Report.*

Topic 1- Update on upcoming GCB involved Events

Update on current plans for the following events still to be formalised officially:

- Matariki Event with Papawai- Update and confirm all interested to work on this event
- Arbor Day Celebration with Papawai- Update and confirm all interested to work on this event
- Stakeholders Meeting for Parks and Reserves- Confirm all interested to work on this event
- Additional Forums for year to be determined

Topic 2- Extended Annual Plan Submission

Confirm what submission to be, being one of the following:

- Community Plan again on its own.
- Community Plan plus an Addendum on issues raised in the consultation papers or additional items.
- A separate submission

MCB has submit a two page list of items but did not submit a formal Community Plan last year. FCB submitted a Community Plan last year and is still to indicate if re submitting that or additional submissions. Depending on what is discussed then a possible Extraordinary Meeting may be required to be held

Topic 3- Volunteer Fair/ Drive

Discuss and finalise the format for this and identify groups to be invited. Confirm meeting time for subcommittee to commence preparation, invitations and preparation for this event.

Topic 4- Approval for extra Anzac Trax Flags

Prior to flags going up for Anzac we had total of 13 flags. However, flags can be destroyed and this is an opportunity to have potentially two in reserve that are all done by the same artist. Confirm to proceed on purchase of more flags.

Topic 5- Endorsement of Disability Parking in Town Centre on side streets

Formalise vote in support of endorsing support of Positively Aging submission to SWDC this is important and wanted for the community.

Topic 6- General Business

Determine location for Community Board Chats each month for remainder of year. Cover off additional items raised that require further discussion either at Formal Meeting or determine when and how for further discussions to progress.

Prepared by: Louise Brown, Chairperson, Greytown Community Board

Representation Review

1. Purpose

To inform the Greytown Community Board of the representation review taking place through until April 2025. This paper also provides the timetable for decision-making for Community Board representation.

2. Recommendations

Officers recommend that the *Greytown Community Board*:

1. Receive the *Representation Review Report*.

3. Executive Summary

The next triennial local government elections will be held in October 2025. Under the [Government Electoral Legislation Bill](#) a representation review must be completed every six years. The last representation review for South Wairarapa District Council (SWDC) was in 2018.

In the coming months the Strategic Working Committee will be presented with options for representation in the 2025 local government election. A determination will be required by councillors for their preferred option. Following public consultation using the Special Consultative Procedure (SPC), Council will review their preferred option for representation. The recommendation will then go to the Local Government Commission (LGC), for a final decision.

4. Background

The principles of a representation review are to ensure “fair and effective representation for individuals and communities” in local government.¹

The Local Electoral Act 2001: Part 1A outlines the representation arrangements for elections of territorial authorities, regional councils, local boards, and community boards

¹ LEA Section 4(1) (principles) makes it clear that fairness and effectiveness are equally important. [Representation Review Guidelines 2021 \(lgc.govt.nz\)](#)

Every governing body of a territorial authority is to consist of not fewer than 6 members nor more than 30 members, including the mayor, who are the members of the territorial authority.

[Local Electoral Act 2001 No 35 \(as at 23 December 2023\), Public Act Contents – New Zealand Legislation](#)

Statutory principles of fair and effective representation for all individuals and communities of interest of the district and not limited to reflecting majority community views on particular aspects of arrangement.

From: Local Government Commission: [Representation-Review-Guidelines-2023-v2.pdf \(lgc.govt.nz\)](#)

The Representation Review will consider the following:

- Māori Ward for the 2025 elections
- Total number of councillors
- Whether to have wards, “at-large” or mixture
- Number of councillors per ward, “at-large” or mixture
- Whether to have community boards (and if subdivided)
- Number of elected and appointed members per community board (if applicable)
- Boundaries and names of wards, community boards (subdivisions if applicable)

Council undertook a representation review in 2018, prior to the 2019 election. There were no changes to representation arrangements as a result of the 2018 review.

From the last representation review two submissions out of eight in total, supported moving the Featherston/Greytown ward boundary up to No.1 Line so that the area known as Tauwherenikau would be in the Featherston Ward rather than the Greytown Ward.

Three submissions out of the eight, supported moving the Featherston/Martinborough ward boundary so that the area known as Kahutara would be in the Featherston Ward rather than the Martinborough Ward.

Full details of the last representation review can be found here: [Council Meeting 24 October 2018 - SWDC SWDC](#)

5. Representation Review Timetable

Over the next few months SWDC are requesting information related to the following questions:

- Were there any matters arising from the previous representation review?

- Does the present number of Councillors provide effective representation for communities of interest?
- Have there been significant changes in population in some areas that impacts fair representation.

Ward	Population change		
	2018	30 June 23	% increase
Greytown Ward	3,460	4,040	14.8%
Featherston Ward	3,180	3,670	13.4%
Martinborough Ward	3,600	4,150	13.2%

- Is the current ward system appropriate for our local authority?
- Are the current Community Boards appropriate? If not, is there a need for the establishment of new boards, or the de-establishment or merger of current boards?

Date	Activity
May	Preliminary engagement and identifying Communities of Interest (Communities of people or places or interests)
June 2024	<p>Elected members look at arrangement options through:</p> <p>Determine effective Representation for Communities of Interest</p> <ul style="list-style-type: none"> • The accessibility, size and configuration of the district • The existence of community boards • Number of members in each ward, mix of single and multi-member wards? • The wider statutory role of local authorities encompassing overall community well-being, sustainability and the interest of future generations. • The diversity of the population and the geographical locations of particular communities of interest. • Number, boundaries and names of each ward. <p>Considering fairness of presentation for electors of constituencies and wards.</p> <ul style="list-style-type: none"> • Identify portion of population per member for each proposed ward/constituency • Compare the ward/constituency ratios calculated with the average population per member for the local authority • Do ward/constituency ratios fall within +/- 10% of the average population per member?
3 July 2024	Strategic Working Committee decide on Representation Option
17 July 2024	TBC Special Consultative Process to run 17 July – 25 August
September 2024	Hearing
2 October 2024	Strategic Working Committee decide on final representation option
October 2024	Any objections or concerns can be raised by the community

November 2024	Submissions sent to Local Government Commission
10 April 2025	Final decision made by Commissioner

6. Options

Officers ask that the Community Boards start thinking about the Representation Review now.

The Special Consultative Processes for the Representation Review is currently scheduled to open 17 July 2024 and the Greytown Community Board are encouraged to submit as part of the consultation process.

In additional engagement and feedback can be emailed through to:
haveyoursay@swdc.govt.nz

Contact Officer: Nicki Ansell, Lead Policy & Project Advisor

Reviewed By: Paul Gardner, Group Manager Corporate Services

AGENDA ITEM 9.2

**LOCAL GOVERNMENT NEW ZEALAND COMMUNITY BOARD
CONFERENCE 2024**

Purpose of Report

To inform the 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
Total estimated cost per member	\$1,603.60

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: Nicki Ansell, Acting GM Democracy and Engagement

Income & Expenditure Report

1. Purpose

To present the Greytown Community Board with the income and expenditure report period ending 30 April 2024.

2. Recommendations

Officers recommend that the Community Board:

- 1. Receive the Income & Expenditure Report.*

3. Executive Summary

The Income and Expenditure Statement for the period ending 30 April 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 – Income & Expenditure Statement for the period ending 30 April 2024.

Contact Officer: Hayley McDonald, Assistant Accountant

Reviewed By: Charly Clarke, Acting General Manager Finance

**Appendix 1 – Income and Expenditure
Report for the Period Ending 30 April
2024**

Greytown Community Board
Income & Expenditure for the Period Ended 30 April 2024

Personnel & Operating Costs

Budget

Members' salaries	35,956.00
No-taxable allowances	3,189.00
Mileage reimbursements	599.00
Operating expenses	2,575.00
Total Personnel & Operating Costs Budget 2023-2024	42,319.00

Expenses

Personnel Costs

Members' Salaries	30,746.11
Communication allowance	3,045.49
Mileage reimbursements	-

Total Personnel Costs to 30 April 2024 **33,791.60**

Operating Expenses

01/09/2023 Tree top Flowers	90.00
20/09/2023 Community board levy	275.00
19/12/2023 Tree top flowers	100.00

Total Operating Expenses to 30 April 2024 **465.00**

Committed funds

Resolution date	Original commitment	Spent to date	Remaining commitment
Members' Salaries	39,145.00	33,791.60	5,353.40
Mileage reimbursements	599.00	-	599.00
Honarium payment to student rep (\$50 per meeting)	400.00	-	400.00
Gail Vidulich Info centre printing	15.50	-	15.50
Total Commitments			6,367.90

TOTAL OPERATING EXPENSE BUDGET AVAILABLE* **1,694.50**

* 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
Total Income for 2023-2024	4,700.00

LESS: Grants paid out

03/08/2023 Featherston Amatuer wrestling	Travel and competition	500.00
15/08/2023 Country Village	Street flags for Christmas festival	1,378.85
10/11/2023 Greytown Santa Parade	Greytown Christmas parade	1,322.50
30/11/2023 Tree Top Flowers	Flowers for S Robertson	73.00
21/02/2024 Greytown Little Theatre Society	Studio 73	5,000.00
23/02/2024 Petra Gush	Outward bound mind, body, soul	1,000.00

Total Grants paid out to 30 April 2024 **9,274.35**

LESS: Committed Funds

Resolution date	Original commitment	Spent to date	Remaining commitment
03/08/2022 GCB 2022/40	Painting of Bus Shelter	150.00	150.00
13/09/2022 GCB 2022/51	Menz shed - Purchase of new equipment	1,000.00	1,000.00
13/12/2023 GCB2023/49	Main street barrel plants	62.00	62.00
21/02/2024 GCB2024/11	G Vidulich Main street barrel maintenance	97.48	97.48

Total Commitments **1,309.48**

PLUS: Balance Carried forward from previous year **13,629.72**

TOTAL GRANTS FUNDS AVAILABLE **7,745.89**

Greytown Community Board

Community Development Fund for the Period Ended 30 April 2024

Income

Annual Plan 2023-2024 allocation	11,500.00
Total Income 2023-2024	11,500.00

Community Development Fund - operating

3/08/2023	Martinborough Waiwaste	Food bank	5,035.00
1/09/2023	W R Woodgyer	Arbor planting reimbursement	303.43
21/11/2023	Greytown Menz shed	Installation of router machines	1,000.00
Total Community Development Fund - operating to 30 April 2024			6,338.43

Community Development Fund - capital

Total Community Development Fund - capital to 30 April 2024	-
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LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment	
24/11/2021	GCB 2021/54	Two new dog bins in Greytown	3,000.00	1,773.61	1,226.39
30/03/2022	GCB 2022/13	Greytown Pool - Second set of three Murals	2,000.00		2,000.00
30/03/2022	GCB 2022/13	Lions to Paint Polls - Soldier Memorial Park	200.00		200.00
22/06/2022	GCB 2022/33	Dog poo bin replacement Corner of Jellicoe & Massey st	1,500.00		1,500.00
03/08/2022	GCB 2022/40	Puakaka Wairarapa Garden Tour Set of Street Flags	1,000.00	869.00	131.00
13/09/2022	GCB 2022/50	Heritage seat for Greytown	3,500.00		3,500.00
13/09/2022	GCB 2022/50	Menz Shed - Work on Street Flags	500.00	434.78	65.22
29/11/2022	GCB 2022/65	Container for flagtrax	50.00		50.00
03/05/2023	GCB 2023/08	Gail Vidulich - Materials for Main st barrels	54.50		54.50
13/12/2023	GCB2023/49	Anzac Flags - Replacement of Greytown flags	600.00	-	600.00
Total Commitments					9,327.11

PLUS: Balance Carried forward from previous year

24,217.60

TOTAL COMMUNITY DEVELOPMENT FUNDS AVAILABLE

20,052.06

Financial Assistance Report

1. Purpose

To present the Greytown 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 Te Hupanui Greytown Artists for \$1,400 from the Grant Fund/Community Development Fund to support the purchase of plinths for the Te Hupenui Greytown Art Gallery.*
3. *Consider the application from Kia Kaha Hockey for \$250.00 from the Grant Fund/Community Development Fund to support the purchase of first aid kits for the 2024 Hockey Season.*
4. *Consider the application from David Murray for \$1,000 from the Grant Fund/Community Development Fund to support his attending the World Masters Hockey World Cup 2024.*
5. *Consider the application from Wairarapa Mathematics Association for \$300 from the Grant Fund/Community Development Fund to support Mathrapa 2024.*
6. *Consider the application from Cobblestones Museum Trust for \$868,00 from the Grant Fund/Community Development Fund to support cleaning the gutters of the historic buildings.*

3. Executive Summary

The Greytown Community Board has received one funding application for consideration in the current funding round, for a total of \$3,860.50. 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

- 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 Greytown Community Board has a maximum limit of \$1,000 unless the board considers special circumstances apply.

The Grants Policy sets out further criteria.

6.1 Application from Te Hupanui Greytown Artists

The application from Te Hupanui Greytown Artists meets the criteria for funding. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.2 Application from Kia Kaha Hockey

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

6.3 Application from David Murray

The application from David Murray meets the criteria for funding. The applicant has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.4 Application from Wairarapa Mathematics Association

The application from Wairarapa Mathematics Association meets the criteria for funding. The organisation has no outstanding grant accountability forms. The applicant has indicated via email they will be applying to all three Community Boards. Featherston Community Board granted \$300.00. The application will be provided to members in confidence.

6.5 Application from Cobblestones Museum Trust

The application from Cobblestones Museum Trust meets the criteria for funding. The organisation has no outstanding grant accountability forms. The applicant has received funding from Martinborough and Featherston Community Boards. 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](#).

9. Consultation

9.1 Communications and engagement

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

9.2 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

10. 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, Community Governance Advisor

Reviewed By: Nicki Ansell, Acting GM Democracy and Engagement



Action Items Report

1. Purpose

To present the Greytown 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 Greytown 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 remain in a master register but no longer reported on.

4. Appendices

Appendix 1 – Action Items to 22 May 2024.

Contact Officer: Robyn Ramsden, Community Democracy Advisor
Reviewed By: Nicki Ansell, Acting GM Democracy and Engagement

Appendix 1 – Action Items to 22 May 2024

Number	Raised Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
537	28-Oct-20	Action	GCB	Reconsider the design of new Welcome to Greytown signs following consultation on the 2021-2031 Long Term Plan.	Open	9/6/21: To remain parked until the Long-Term Plan is adopted as the LTP may include budget for place assessment of the three towns, including entrances. 4/8/21: To remain parked as the Board would be collaborating on signs to consolidate branding across the district. 8/02/23: Action closed at request of the board - to be considered as part of the community planning process. 21/2/24: Reopen action. Board is aiming for 3 universal signs at each entrance to the town. Acknowledge NZTA will need to approved signs.
153	3-May-23	Action	S Corbett	To request James O'Connor to schedule a workshop prior to the next meeting to discuss service levels in Greytown and Reserve Management Plans.	Open	7/20/23. Update from James O'Connor. Budget restrains for 2023/2024 means that the Reserve Management Plans will not be addressed. 18/10/23 Request for this to occur before next meeting 13 December 2023.
154	3-May-23	Action	S Corbett	To request Tim Langley to schedule a workshop prior to the next meeting to discuss roading in Greytown.	Open	6/26/23 information sent to Tim Langley outlining the roading issues GCB want to discuss and action. 26/7/23 updated to suggest Teams/Zoom meeting. 18/10/23 Request for this to occur before next meeting 13 December 2023.
218	26-July-23	Action	W Woodgyer	Mr Woodgyer agreed to reach out to Council Officer Mr Carter (emergency management) to get clarity about roles and responsibilities.	Open	
515	13-Dec-23	Action	S Corbett	Request for Council to finish the removal of the stumps outside Blue School	Open	
517	13-Dec-23	Action	S Corbett	Request What consideration has been given to cross walks on West Street?	Open	
85	21-Feb-24	Action	S Corbett	Request the SWDC investigate adding emergency a water tank to the Greytown Town Hall building for the purpose of watering the Main Street Barrels.	Open	6/5/24: We have provided information to Councillor Bosley and await further advice from GCB. Tanks are about \$115 I think. The normal tap isn't lockable/removable but we have purchased a lockable tap with a spare "key" so there can be two people who can unlock the tank and use it. We could install it, and then charge the GCB for the tank, tap, and labour, to install the tank on the downpipe.
87	21-Feb-24	Action	S Corbett	Request a cost estimate for painting a white road marker line down the length (Humphries to North) of West Street.	Open	
88	21-Feb-24	Action	S Corbett	Request SWDC contact Wellington Water to clean the 'water race' under Reading Street.	Open	6/5/24: Staff recommend to log future operational requests with 'Get it Sorted'. https://swdc.govt.nz/contact-us/get-it-sorted/
90	21-Feb-24	Action	S Corbett	request SWDC to arrange for the stone sign and seats outside the Greytown Town Hall be cleaned.	Open	6/5/24: We can arrange cleaning if it's needed.
91	21-Feb-24	Action	S Corbett	request SWDC arrange the cleaning of drains on the corner of Church Street and East Street and confirm suitability of design.	Open	
93	21-Feb-24	Action	S Corbett	request SWDC to check who is responsible for tree trimming and arrange a general tidy up of Greytown Cemetery.	Open	6/5/24: Council (amenities) are responsible and have had a vegetation programme underway to tidy things up. Our Events Coordinator met with Neil from GCB a while ago to hear the specific concerns, since then the works have been completed.
94	21-Feb-24	Action	S Corbett	request SWDC to confirm if SWDC is responsible for maintaining and updating the Millennium Cemetery Memorial shelter. If not SWDC, then who?	Open	6/5/24: Council maintains the shelter structure and the records inside. This was also discussed between Anna and Neil. The records are not due to be updated until 2026. The structure does need some cleaning and minor repairs that are programmed but yet to be done.
101	21-Feb-24	Action	R O'Leary	Clarification from R O'Leary. Consent condition on building at that location. Has the soil been taken or not? What is happening now? East Street 184-186. Opposite Palliser.	Open	15/5/24: The land has been tested and is unlikely to present risk to human health under any land use scenario.



Member Report

Member Name	Warren Woodgyer
Committee/Working Group/Appointment Name	Greytown Community Board
Meeting Date	22 May 2024
Key issues from meeting	
Specific item(s) for consideration	I want to raise the concerns of some Greytown resident's about not being informed of the reasons why the unanimous vote of no confidence in the Mayor was taken.
General	The SWDC emergency management team as yet haven't contacted myself or South Wairarapa Workingmans Club regarding the Clubs involvement in any future event.