

Agenda

Notice of Meeting

An ordinary meeting will be held in the Supper Room, Waihinga Centre, Martinborough on Thursday, 30 May 2024 starting at 7.00pm.

Membership of the Community Board

Storm Robertson (Chair), Angela Brown (Deputy Chair), Karen Krogh, Mel Maynard, Councillor Pip Maynard and Councillor Aidan Ellims

Karakia Tīmatanga

*Kia hora te marino
Kia whakapapa pounamu te moana
Hei huarahi mā tatau ie te rangi nei
Aroha atu, aroha mai
Tātau i a tātau 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 Chris Cassels & Maz Stevens – Martinborough Museum Trust
 - 5.2 Prue Harawira-Smith – Hau Arika Marae
 - 5.3 Charlie Darling – Martinborough Women’s Hockey

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

- 5.1 Minutes for Approval: Minutes of the Martinborough Community Board meeting held on 4 April 2024. Pages 3 - 9

Proposed Resolution: *That the minutes of the Martinborough Community Board meeting held on 4 April 2024 be confirmed as a true and correct record.*

8. Chairperson Report

- 8.1 Chairperson's Report Page 10

9. Reports from Chief Executive and Staff

- 9.1 Representation Review Report Pages 11 - 14
- 9.2 LGNZ Community Board Conference Pages 15 - 16
- 9.3 Income and Expenditure Reports Pages 17 - 22
- 9.4 Financial Assistance Report Pages 23 - 26
- 9.5 Action Items Report Pages 27 - 32

10. Members Report

- 10.1 Councillor Maynard's report back to Community Board

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:** Storm Robertson (Chair), Angela Brown, Karen Krogh, Mel Maynard (online), Councillor Aidan Ellims (online), and Councillor Pip Maynard
- Apologies:**
- In Attendance:** Stefan Corbett (Group Manager, Partnership & Operations), Nicki Ansell (Lead Policy and Project Advisor), Robyn Ramsden (Community Governance Advisor),
- Public Participation:** Graham Gray – Cobblestones Grant Application
Ted Preston – Improving Stage/Event Lighting
- Conduct of Business:** This meeting was conducted in public in the Supper Room, Martinborough Town Hall, Texas Street, Martinborough between 7.00 pm and 9:45 pm and was live streamed on the Council’s YouTube Channel.

Members opened with a Karakia by Cr. Maynard.

1. EXTRAORDINARY BUSINESS

No extraordinary business.

2. APOLOGIES

No Apologies received.

3. CONFLICTS OF INTEREST

No conflicts of Interest.

4. ACKNOWLEDGMENTS AND TRIBUTES

The Martinborough Community Board would like to acknowledge Amanda Bradley who finishes tomorrow. They thanked her for the work she has done for the Community. Ms Bradley is highly respected for her knowledge of Local Government and her support for Tikanga Māori.

DISCLAIMER

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5. MARTINBOROUGH COMMUNITY BOARD MINUTES

5.1 Martinborough Community Board Minutes – 15 February 2024

MCB RESOLVED (MCB 2024/10) that the minutes of the Martinborough Community Board meeting held on 15 February 2024 be confirmed as a true and correct record.

(Moved Cr. Maynard/Seconded Maynard)

Carried

6. PUBLIC PARTICIPATION

Graham Gray – Cobblestones Grant Application

Mr Gray spoke to the Cobblestone Museums application for Financial Assistance to clean the guttering on the heritage buildings. He confirmed that they are also approaching Featherston and Greytown Community Boards for funding.

Members asked if this is an annual requirement. Mr Gray confirmed that it is.

Ted Preston – Improving Stage/Event Lighting

Mr Preston spoke to the Board on his successful project to improve stage lighting in the Waihinga Concert Hall. This is a fabulous asset allowing the venue to provide the full package. There is a hard install on the truss across the stage. Fully LED lighting. Will also be a training session on the use of the lights.

Members asked about training and discussed who has assisted with the project.

7. ACTIONS FROM PUBLIC PARTICIPATION

No actions on public participation.

9. REPORTS FROM CHIEF EXECUTIVE AND STAFF

9.1 Income & Expenditure Report

MCB RESOLVED (MCB 2024/11) to receive the Income and Expenditure Report.

(Moved Brown/Seconded Krogh)

Carried

MCB RESOLVED (MCB 2024/12) to receive the Pain Farm Income and Expenditure Report.

(Moved Brown/Second Maynard)

Carried

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Members noted the \$300 for expenses for resilience meetings/workshops is coming out of the Martinborough Community Board Operating Costs. Members asked about uncollected grants.

MCB2022/30 Martinborough Youth Trust 2022 Community Fireworks Events remaining commitment of \$65.00 can be returned to Grants Funds available.

MCB2023/45 Christmas Parade remaining commitment of \$1,040.00 can be returned to the Grant Funds available.

MCB2023/27 Flags for Martinborough Business Association original commitment of \$3,000 can be returned to the Community Development Funds available.

The rest continue to be investigated.

Members discussed the Pain Farm Income & Expenditure Report.

Members discussed the process for when Pain Farm expenditure exceeds \$5,000 and requested that it should be included in the standard reporting. Members noted two items that exceeded that limit.

Members questioned \$10,000 on consultants. Cr. Ellims confirms that it was for the consultant cost for the Pain Farm open tender. The tender process the Council engage with the farm consultants. The Board members received a detailed report on the process and expected income.

Members requested further clarification on items related to pain farm expenses and reporting. Cr. Ellims confirmed the Board has already been provided with that explanation. Members request monthly accounts to add more clarity. Cr. Ellims is confident we will get an explanation.

Feedback on format change. Not helping clarify but great to see the % increase. Members discussed excessive overheads, accumulation of transfer station fees, nothing showing under interest income, still suspicious of the very round number of \$10,000 for the consultant. Good to see the breakdown of the income.

9.3 Finance Assistance Report

MCB RESOLVED (MCB 2024/13) to:

1. Receive the Financial Assistance Report
(Moved Cr. Maynard/Seconded Maynard) Carried

2. Agree to fund \$300.00 to Wairarapa Pipe Band for the purchase of bagpipe drone and chanter reeds, to be funded through the Grants Fund.
(Moved Cr. Maynard/Seconded Krogh) Carried

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Members recommend the Wairarapa Pipe Band go to the other Community Boards for funding.

3. Agree to fund \$868.00 to Cobblestones Museum to support the cleaning of the spouting of the Heritage Buildings, to be funded through the Grants Fund.

(Moved Maynard/Seconded Krogh)

Carried

4. To request applicants to present at the next Martinborough Community Board meeting before the Board will agree to fund \$1,500.00 one-year funding, to Martinborough Women's Hockey for uniforms, balls, payer hoodies and club fees.

(Moved Cr. Maynard/Seconded Maynard)

Carried

Action 203 - Invite Martinborough Women's Hockey to present at the Martinborough Community Board and answer the Boards questions on the following: number of members, what else are you doing for fundraising, who else have they applied to?

5. Agree need accounts and come and talk to use in order to fund \$2,500.00, to Stuff Limited – NZ House & Garden Tours for supporting the NZ House & Garden Tours, to be funded through the Grants/Community Development Fund.

(Moved Cr. Maynard/Seconded Maynard)

Carried

6. Receive the accountability report from Ms Harding for the Matariki Glow Walk held in June 2023.

(Moved Brown/Seconded Cr. Maynard)

Carried

Action 204 - Send a note to thank for sending the report. Chair to send a letter for staff to send to Ms Harding.

9.3 Pain Farm Finance Assistance Report

MCB RESOLVED (MCB 2024/14) to:

1. Receive the Pain Farm Financial Assistance Report

(Moved Maynard/Seconded Brown)

Carried

2. Agree to fund \$25,000.00 to Martinborough Youth Trust to develop the Pump Track from the Pain Farm Fund.

(Moved Brown/Seconded Cr. Ellims)

Carried

Members discussed the Pump Track Project. They observed that the Community is excited about the project and are looking forward to it being completed. Members commented on the progress and support the project has had in the Community.

3. Agree to fund \$10,000 to Martinborough Junior Cricket Club from the Pain Farm Fund on the provision that they provide to the Martinborough

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4

Community Board letters signed by the two other sporting clubs who use the grounds in support by the end of April 2024.

(Moved Cr. Ellims/Seconded Maynard) Carried

4. Agree to fund \$10,000.00 to Martinborough Golf Club towards rebuilding their Clubhouse from the Pain Farm Fund.

(Moved Cr. Ellims/Seconded Maynard) Carried

Abstain: Robertson and Krogh.

5. Agree to fund \$1,249.00 to Martinborough School for replacement basketball hoops from the Pain Farm Fund.

(Moved Brown/Seconded Maynard) Carried

6. Agree to fund \$5,000.00 to Martinborough Squash Club to upgrade the exterior of their Clubrooms from the Pain Farm Fund.

(Moved Krogh/Seconded Maynard) Carried

7. Agree to move the application from Hau Ariki Marae to the next meeting and invite them to present.

(Moved Cr. Maynard/Seconded Maynard) Carried

Meeting adjourned at 8:45 pm.

Ms Maynard left the meeting.

Meeting reconvened 8:50 pm.

9.4 Action Items Report

MCB RESOLVED (MCB 2024/15) to receive the Action Item Report.

(Moved Brown/Seconded Cr. Maynard) Carried

497 – no update.

731 – reopen and Angela to action.

501 – consultant cost was for “Open tender for Pain Estate Farmland” Waiting for report from Chief Executive.

69 – Subject of discussion at Strategy Working Committee meeting. Moving the sign without it going through the Speed Management Plan is creating a new traffic sign with no way to enforce it. Looking to submit the Interim Management Plan for approval. Request from the Martinborough Community Board to have 40kph signs in Martinborough. Princess St Town Centre 40kph.

75 – two uncollected financial commitments resolved, the rest to follow.

76 – waiting for CEO report.

78 – Freedom Camping decision not to use Coronation Park. Junior Rugby club did it as a fundraiser but no longer do. Actioned.

111 – still open.

10. MEMBERS REPORTS

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10.1 MCB RESOLVED (MCB 2024/16) to receive the members report from Angela Brown.
(Moved Brown/Seconded Cr. Maynard) Carried

Action 150 – Brown to report back to Martinborough Community Board with an updated quote for flags at the next meeting.

Cr. Maynard reminded the Board that the two Councillors would be taking turns to report back to the Martinborough Community Board.

10.3 MCB RESOLVED (MCB 2024/18) to receive the members report from Councillor Aidan Ellims.
(Moved Brown/Seconded Cr. Maynard) Carried

Taken as read.

Members discussed the Martinborough wastewater treatment plant. The work with getting the plant back to compliance levels. The history of the work at SWDC and the Featherston wastewater Treatment Plant.

Action 153 – Members requested staff to send the Martinborough Community Board the same wastewater information as the Councillors receive.

ITEM MOVED

8. CHAIRPERSON REPORT

8.1 Chairperson Report
MCB RESOLVED (MCB 2024/19) to receive the Chairpersons Report.
(Moved Brown/seconded Krogh) Carried

Topic 1 – Tree maintenance in Martinborough township.

Action 205 – Members requested the tree maintenance plan for Martinborough township.

Topic 2 – Pain Farm Expenditure

No comment.

Topic 3 – Pain Farm legal document

Members discussed the Chairpersons proposal to hold a public forum on all matters relating the Pain Farm. Members discussed the relevance of holding a public meeting when the Chief Executive has not yet tabled the expected report on Pain Farm. Councillors present were concerned that holding a public forum before receiving legal advice would be counterproductive for the community.

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MCB RESOLVED (MCB 2024/20) to hold a public meeting on Pain Farm.
Consideration to be given to advice from the Council should it become
available when setting the date.
(Moved Brown/Seconded Krogh)
Against – Cr. Ellims and Cr. Maynard.

Carried

The meeting closed at 9:45pm.

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 – Pain Farm

Topic 2 – Mel Maynard to present on Pain Farm community meeting

Topic 3 - Status of Pedestrian Crossing Lighting tender

Topic 4 - South Wairarapa Festival update (Angela)

Topic 5 – Flags report (Angela)

Topic 6 – Resilience Report (Angela)

Written by: Storm Robertson, Martinborough Community Board Chair

Representation Review

1. Purpose

To inform the Martinborough 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 *Martinborough 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 (SCP), 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

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

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

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 Martinborough 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 Martinborough 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 Reports

1. Purpose

To inform the Martinborough Community Board with the most recent income and expenditure report.

2. Executive Summary

Fund	Total Commitments	Total Budget Available
Operational	\$ 9,176.47	\$ 1,530.49
Grants	\$ 1,918.00	\$2,893.73
Community Development	\$3,500.00	\$23,429.57
Swimming Pool		\$15,268.80

The Draft 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.

3. Appendices

Appendix 1 – Draft Income & Expenditure Statement for the period ending 30 April 2024.

Contact Officer: Hayley McDonald, Assistant Accountant

Reviewed By: Charly Clarke, General Manager Finance

Appendix 1 – Draft Income and Expenditure Statement for the Period Ending 29 February 2024

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

Personnel & Operating Costs

Budget

Members' salaries	35,956.00
Non-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	28,468.05
Communication allowance	2,499.48
Mileage reimbursements	-

Total Personnel Costs to 30 April 2024 **30,967.53**

Operating Expenses

30/06/2023 Lamb Peters		66.00
6/10/2023 Martinborough tree group	Tree group planting day event	50.00
20/09/2023 LGNZ	Community board levy	275.00
31/12/2023 Resolution MCB 2023/41	Reimbursement	53.51
25/01/2024 Resolution MCB 2023/49	Seniors lunch	200.00
Total Operating Expenses to 30 April 2024		644.51

Committed funds

Resolution date

	Original commitment	Spent to date	Remaining commitment
Members' Salaries	39,145.00	30,967.53	8,177.47
Mileage reimbursements	599.00	-	599.00
Honorarium payment to student rep (\$50 per meeting)	200.00	50.00	150.00
27/07/2023 September Event	150.00		150.00
7/09/2023 Martinborough Tree group	50.00	50.00	-
15/02/2024 Refreshments	300.00	200.00	100.00

Total Commitments **9,176.47**

TOTAL OPERATING EXPENSE BUDGET AVAILABLE*

1,530.49

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

Grants

Income

Annual Plan 2022-23 grant allocation	4,700.00
Other miscellaneous income	-
Total Income for 2023-2024	4,700.00

LESS: Grants paid out

13/09/2023 Martinborough Playcentre	Soft play area	600.00
14/09/2023 Wairarapa Mathematics	Maths week	300.00
16/11/2023 Wairarapa 4WD Club Inc	Wairarapa 4WD Club NZ National Trials	500.00
9/12/2023 Traffic Assist	Traffic management for Christmas parade	960.00
1/03/2024 Trees of Martinborough	Martinborough golf course	260.00

Total Grants paid out to 30 April 2024 **2,620.00**

LESS: Committed Funds

Resolution date

	Original commitment	Spent to date	Remaining commitment
22/09/2022 MCB 2022/38 - Martinborough JAB	Tournament attendance	750.00	750.00
4/04/2024 MCB2024/13 - Wairarapa pipe band	Bagpipe drone and chanter reeds	300.00	300.00
4/04/2024 MCB2024/13 - Cobblestone Museum	Cleaning of heritage buildings	868.00	868.00

Total Commitments **1,918.00**

PLUS: Balance Carried forward from previous year*

2,731.73

* excludes Swimming Pool funds

TOTAL GRANTS FUNDS AVAILABLE

2,893.73

Martinborough 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

2/08/2023	Martinborough Tree group	Purchase of trees	1,000.00
13/09/2023	A P Harding	Community fireworks	500.00
17/11/2023	Martinborough Community Patrol	Electric vehicle support	4,000.00
17/11/2023	Martinborough Museum	Ongoing operations	2,000.00
22/02/2024	Martinborough Playcentre		1,000.00
			8,500.00

Community Development Fund - capital

Total Community Development Fund - capital to 30 April 2024 **-**

LESS: Committed Funds

Resolution date		Original commitment	Spent to date	Remaining commitment
27/07/2023	MCB2023/40 - Bidwills cutting Sign	3,000.00		3,000.00
7/09/2023	MCB2023/47 - MBO business association	500.00	Christmas decorations	500.00
Total Commitments				3,500.00

PLUS: Balance Carried forward from previous year **23,929.57**

TOTAL COMMUNITY DEVELOPMENT FUNDS AVAILABLE **23,429.57**

Martinborough Community Board
Swimming Pools Fund for the Period Ended 30 April 2024

Income

Funds from Martinborough Swimming Club

15,268.80
15,268.80

Expenditure

Total Expenditure

-
-

Net Surplus/(Deficit) Year to Date

15,268.80

LESS: Committed Funds

Resolution
date

Original
commitment

Spent to date

Remaining
commitment

-

TOTAL FUNDS AVAILABLE

15,268.80

*Please note the Annual report for 2022/23 has not been audited by Audit NZ, therefore these results may be subject to change.



Financial Assistance Report

1. Purpose

To present the Martinborough 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 Martinborough Museum Trust for \$2,000.00 to support operational costs to come from the Grant Fund/Community Development Fund.*
3. *Consider the application from Wairarapa Mathematics Association for \$300 to support Mathrarapa 2024 to come from the Grant Fund/Community Development Fund.*
4. *Consider the application from Hau Ariki Marae for \$8,710.00 to support the purchase of sleeping mattresses for the Marae to come from the Grant Fund/Community Development Fund.*
5. *Consider the application from Martinborough Women's Hockey for \$1,500 multi-year funding for uniforms, balls, player hoodies and club fees to come from the Grant Fund/Community Development Fund.*
6. *Consider the application from Martinborough Junior Cricket Club for \$8,000 to support the development of an artificial cricket pitch in Martinborough, to come from the Pain Farm Fund.*

3. Executive Summary

The Martinborough Community Board has received five funding applications 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

- 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 Application from Martinborough Museum Trust

The application from Martinborough Museum Trust 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 Wairarapa Mathematics Association

The application from Wairarapa Mathematics Association meets the criteria for funding. Wairarapa Mathematics Association has recently received funding from the Featherston Community Board and has applied to the Greytown Community Board. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.3 Application from Hau Arika Marae

The application from Hau Arika Marae meets the criteria for funding. The organisation recently received funding for part of their project from the Māori Standing Committee. The organisation has no outstanding grant accountability forms. The application will be provided to members in confidence.

6.4 Application from Martinborough Women's Hockey

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

6.5 Application from Martinborough Junior Cricket club

The Martinborough Junior Cricket Club applied for funding from the Martinborough Community Board twice. They have now supplied the requested documentation from surrounding clubs using the field, which has already been supplied 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.

11. Accountability Returns

11.1 Accountability return from Martinborough Museum Trust

The Project Outcomes Report has received from the Martinborough Museum Trust. The accountability form will be provided to members in confidence.

Contact Officer: Robyn Ramsden, Community Governance Advisor

Reviewed By: Nicki Ansell, Acting General Manager, Democracy & Engagement

Action Items Report

1. Purpose

To present the Martinborough 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 Martinborough 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.

Updates are on the table in Appendix 1.

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 30 May 2024

Contact Officer: Robyn Ramsden, Community Governance Advisor

Reviewed By: Nicki Ansell, Acting General Manager, Democracy & Engagement

Appendix 1 – Action Items to 4 April 2024

Number	Raised Date	Responsible Manager	Action or Task details	Status	Notes
497	24-Sep-20	MCB	To continuing working with mana whenua on a Martinborough town sign entrance	Open	<p>19/05/22: MCB undertook holding a workshop to progress this.</p> <p>23/3/23: MCB to follow up on status of this with previous board members.</p> <p>15/02/24: Ms Maynard has started working on it. Mana whenua are not opposed to having a town sign.</p> <p>Staff confirmed there is not a programme of work around signs for the three towns. There is funding in the LTP for having signs that are consistent. When signs are on NZTA land they govern placement and construction.</p>
731	17-Dec-20	MCB	Investigate who originally designed the historical information sign at Bidwill's Cutting	Open	<p>29/4/21: Still work in progress.</p> <p>08/7/21: Local graphic designer, Andy Shaw, expressed interest in designing the Bidwill's Cutting sign. Martinborough Automotive Ltd would fund the design drafting costs which would then be presented to the Board. 25/11/21: Ongoing</p> <p>24/02/22: Project undertaken by N Fenwick</p> <p>7/04/22: Mr Fenwick provided an update on the Bidwill's Cutting sign and undertook presenting the draft to the Māori Standing Committee.</p> <p>23/3/23: MCB to follow up on status of this with previous board members.</p> <p>15/6/23: Cr Maynard to speak at the next MSC Meeting. Discussion around putting notice in the local Star around the sign.</p> <p>27/7/23: Cr Maynard provided an update on the progress of the sign and members discussed the funding of the sign.</p> <p>7/9/23: Update for Ms Brown to attend MSC with an update around Bidwell's Cutting signage</p> <p>15/02/24: Actioned.</p> <p>4/4/24: Reopened.</p>

501	7-Dec-23	C Clark	\$10,000 went out from the Pain Farm account under repairs and maintenance, MCB requested clarification on what that was for.	Open	15/02/24: consultant cost was for “Open tender for Pain Estate Farmland”. Board want an explanation on the figure. 4/4/24: consultant cost was for “Open tender for Pain Estate Farmland” Waiting for report from Chief Executive. 20/5/24: invoice [redacted] supplied to Board.
69	15-Feb-24	S Corbett	request CEO provide feedback if the 70kmh sign can be moved as agreed in the Interim Speed Management Plan.	Open	4/4/24: Subject of discussion at Strategy Working Committee meeting. Moving the sign without it going through the Speed Management Plan is creating a new traffic sign with no way to enforce it. Looking to submit the Interim Management Plan for approval. Request from the Martinborough Community Board to have 40kph signs in Martinborough. Princess St Town Centre 40kph.
72	15-Feb-24	J Smith	request the CEO confirm under whose authority has the whole of Pain Farm being designated wastewater in the WCDP.	Open	
75	15-Feb-24	N Ansell	request CEO to direct staff to investigate uncollected commitments	Open	04/04/24: MCB2022/30 Martinborough Youth Trust representative Ms Harding has confirmed remaining \$65.00 commitment can return to the pool. MCB2023/45 Christmas Parade MCB set aside \$2,000 in the Chair’s report. The TMP was \$960.00 the remainder can return to the pool. The rest still under investigation.
76	15-Feb-24	CEO	members request the CEO to inform them what the current lease is for the farm and has it been taken up.	Open	4/4/24: waiting for CEO report.
78	15-Feb-24	A Bradley	Members seek clarification from CEO when the decision was made to not allow freedom camping on Coronation Park and the reasons behind that decision. Does that decision stop this new proposal.	Actioned	4/4/24: Freedom Camping decision not to use Coronation Park. Junior Rugby club did it as a fundraiser but no longer do. Actioned.

111	15-Feb-24	CEO	<p>MCB Members would like to know how we stop this proposal (WCDP wastewater to land) as we believe there were no consultations, discussions or agreement with either the Martinborough community, Martinborough Community Board or even SWDC own Governance table to make any application to the WCDP?</p> <p>Furthermore, can you advise under what authority this decision was made as it does not comply with the terms stated above.</p>	Open	
150	4-Apr-24	MCB	Ms Brown to report back to Martinborough Community Board with an updated quote for flags at the next meeting.	Open	
153	4-Apr-24	MCB	Members requested staff to send the Martinborough Community Board the same wastewater information as the Councillors receive.	Open	
203	4-Apr-24	N Ansell	Invite Martinborough Women's Hockey to present at the Martinborough Community Board and answer the Boards questions on the following: number of members, what else are you doing for fundraising, who else have they applied to?	Open	
204	4-Apr-24	MCB	Send a note to thank for sending the report. Chair to send a letter for staff to send to Ms Harding.	Actioned	5/4/24: Sent by chair.

205	4-Apr-24	S Corbett	Members requested the tree maintenance plan for Martinborough township.	Open	
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