GREYTOWN
COMMUNITY BOARD
Kia Reretahi Tātau

AGENDA

Greytown Community Board
Wednesday, 25 November 2026

I hereby give notice that a Greytown Community Board will be held on:

Date: **Wednesday, 25 November 2026**

Time: **7:00 pm**

Location: **WBS Room, Greytown Town Centre, 89 Main Street, Greytown**

Donna McQuaid

Corporate Support Manager

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1 KARAKIA TIMATANGA – OPENING

Kia hora te marino
Kia whakapapa pounamu te moana
Hei huarahi mā tātou i te rangi nei
Aroha atu, aroha mai
Tātou i ā tātou katoa
Hui ē! Tāiki ē!

May peace be widespread
May the seas be like greenstone
A pathway for us all this day
Let us show respect for each other
For one another
Bind us all together!

2 APOLOGIES

3 CONFLICTS OF INTEREST

4 ACKNOWLEDGEMENTS AND TRIBUTES

5 PUBLIC PARTICIPATION

6 ACTIONS FROM PUBLIC PARTICIPATION

7 URGENT BUSINESS

8 CONFIRMATION OF MINUTES

8.1 MINUTES OF THE GREYTOWN COMMUNITY BOARD MEETING HELD ON 14 OCTOBER 2026

Author: **Siv Fjaerestad, Advisor, Community Governance**

Authoriser: **Donna McQuaid, Manager, Corporate Services**

File Number:

RECOMMENDATIONS

That the minutes of the Greytown Community Board meeting held on 14 October 2026 are confirmed as a true and correct record.

APPENDICES

Appendix 1 **Minutes of the Greytown Community Board Meeting held on 14 October 2026**

MINUTES OF SOUTH WAIRARAPA DISTRICT COUNCIL
GREYTOWN COMMUNITY BOARD
HELD AT THE WBS ROOM, GREYTOWN TOWN CENTRE, 89 MAIN STREET, GREYTOWN
ON WEDNESDAY, 14 OCTOBER 2026 AT 7:00 PM

PRESENT:	Ms Louise Brown (Chair), Mr Neil Morison (Deputy Chair), Mrs Jo Woodcock, Mrs Diane Mackenzie
APOLOGIES:	Cr Martin Bosley, Cr Simone Baker
IN ATTENDANCE:	Donna McQuaid (Manager, Corporate Services), Clare Barton (Group Manager, Planning and Regulatory)
PUBLIC FORUM:	Nil
CONDUCT OF BUSINESS:	This meeting was held in the WBS Room, Greytown Town Centre, 89 Main Street, Greytown. The meeting was held in public under the above provisions from 7.03pm to 8.18pm.

OPEN SECTION

1 KARAKIA TIMATANGA – OPENING

All in attendance opened with a Karakia; Ms Brown then welcomed everyone to the meeting.

2 APOLOGIES

COMMITTEE RESOLUTION GCB2026/27

Moved: Ms L Brown
Seconded: Mr N Morison

That Greytown Community Board resolved to accept apologies from Cr Bosley and Cr Baker.

CARRIED

3 CONFLICTS OF INTEREST

No interests were disclosed relating to items on the agenda or interests not already recorded on a relevant register.

4 ACKNOWLEDGEMENTS AND TRIBUTES

Mr Morison acknowledged the recent passing of Jean Farley. Over the years Jean has contributed significantly to the Greytown community, particularly through her roles as a foundation member of the Greytown Lionnesses and later as a member of the Red Robin Club of Greytown. The Board extended their sympathies to her family.

5 PUBLIC PARTICIPATION

Nil

6 ACTIONS FROM PUBLIC PARTICIPATION

Nil

7 URGENT BUSINESS

None.

8 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION GCB2026/28

Moved: Mr N Morison
Seconded: Mrs D Mackenzie

That the minutes of the Greytown Community Board held on 2 September 2026 are confirmed as a true and correct record.

CARRIED

9 MATTERS ARISING FROM PREVIOUS MEETINGS

There were no matters arising.

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 SIGNAGE COMPLIANCE PROGRAMME OVERVIEW

Ms Barton spoke to the report. There are two pieces of legislation which apply in this area, the Combined District Plan which applies to signs on people's properties and the Wairarapa Consolidated Bylaw which applies to signage in the town centres.

An issue arose where signage was an issue that was subsequently handled, but it highlighted that there were multiple other signs across the district where the same rules applied. An initial audit of South Wairarapa has identified 26 signs that are non-compliant; this audit has not yet been completed across the whole district.

SWDC intend to apply an initial approach of achieving compliance through education and engagement. It is anticipated this will occur over the next 3-4 months. Compliance will be attainable either through removal of the signs, or through the application and subsequent granting of a resource consent.

Where education and engagement does not work, SWDC will move into compliance and enforcement measures such as abatement notices. However, the strong preference in all cases is pro-active engagement.

Members queried the application of the legislation to:

- An individual's property – Ms Barton confirmed that the legislation requires signage to be directly related to the purpose of the site.
- Political signs and temporary signs – It was confirmed that these are governed by different legislation and must be removed within the timeframes specified in the relevant legislation.

- Outside of Wairarapa – Every region has its own signage rules. Masterton, Carterton and South Wairarapa District Councils are aligned. NZTA has separate regulations.

Clarification on the costs related to the granting of resource consent policy. Each case is considered on an individual basis depending on the complexity and circumstances of the applicant.

COMMITTEE RESOLUTION GCB2026/29

Moved: Mrs D Mackenzie
Seconded: Ms L Brown

That the Community Board:

1. Receives the Signage Compliance Programme Overview.
2. Notes the findings of the initial signage audit.
3. Notes that further audits will be undertaken within Featherston, Greytown, and Martinborough town centres.
4. Notes that Council will continue engagement with Community Boards, business associations, advertisers, and landowners throughout the programme and work in conjunction with our neighboring Councils to achieve a consistent approach across the three councils.

CARRIED

10.2 INCOME AND EXPENDITURE REPORT

Ms McQuaid updated the Board on their current financial standing. She also provided an update on the anticipated funding requirement for the Greytown Emergency Resilience Expo; Nigel Carter, SWDC's Senior Advisor Community Resilience and Emergency Management would absorb all associated costs in his budget.

The Board expressed their gratitude to Nigel for this gesture, noting that it would enable GCB operational funding to be directed towards other community initiatives.

COMMITTEE RESOLUTION GCB2026/30

Moved: Ms L Brown
Seconded: Mr N Morison

That the Greytown Community Board receives the Income and Expenditure Report.

CARRIED

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.1 ACTION ITEMS

The following updates are to be made:

Item 6 Public Participation 24 June 2026 – Ms McQuaid to follow up on this action.

Item 11.1 Chairperson's Report 24 June 2026 – Ms McQuaid to request that Ms Smith follows up with NZTA to remove and reaffix the cover.

Item 11.1 Chairperson's Report 24 June 2026 - Ms McQuaid to follow up.

Item 12.1 Member's Report 24 June 2026 – Remain open. Add note that it will be absorbed into the GCB community consultation.

Item 10.1 Long-term Plan 2 Sept 2026 – Update on LTP has been actioned.

Item 10.1 Long-term Plan 2 Sept 2026 – Task details to be updated with feedback to be provided to officers by 22 October 2026. Leave 'open'.

12 CHAIRPERSON REPORTS

12.1 CHAIRPERSON UPDATE

Ms Brown updated the Board on the following topics:

- **Councillor's Corner.** Nothing to report as neither Councillor is in attendance, and no updates have been received.
- **Upcoming Greytown Emergency Expo.** The planning for this is on-track. It is intended for the team to meet slightly earlier to ensure the set-up is complete and have a run-through of the planned events. Mel Arcus from Wremo is working on the Section 5 update.
- **Parks and Reserves Stakeholder Meeting.** It was confirmed this would be held on 18 November.

Before finishing, the Board discussed two other items.

- **Dog Waste Station Bag Dispensers.** Several of these around Greytown were in need of refilling, but there was confusion about who was responsible. SWDC own some of them, but the Rail Trail Trust owns others. **ACTION:** Ms Barton to investigate and provide clarification on ownership and responsibilities. SWDC to ensure refills are supplied to theirs.
- **Upcoming Christmas Parade.** The Rotary Club is coordinating this year's Christmas Parade and has enquired whether the Greytown Community Board can provide financial support. Ms Brown advised that an application may be made through the Community Development Fund Grants programme, which is currently open and closes on 1 November.

COMMITTEE RESOLUTION GCB2026/31

Moved: Mrs D Mackenzie

Seconded: Mr N Morison

Officers recommend that the Greytown Community Board receives the "Chairperson Update" report.

CARRIED

13 KARAKIA WHAKAMUTUNGA – CLOSING

Ms Brown closed the meeting with a karakia.

The meeting closed at 8.18pm.

Confirmed as a true and correct record.

…….. (Chair)

…….. (Date)

…….. (Chief Executive)

…….. (Date)

9 MATTERS ARISING FROM PREVIOUS MEETINGS

10 DECISION REPORTS FROM CHIEF EXECUTIVE AND STAFF

10.1 COMMUNITY BOARD MEETING SCHEDULE FOR 2027

Author: **Siv Fjaerestad, Advisor, Community Governance**

Authoriser: **Donna McQuaid, Manager, Corporate Services**

File Number:

PURPOSE

To inform members of the Greytown Community Board of the 2027 meeting schedule of ordinary meetings as approved by Council on 1 October 2026.

EXECUTIVE SUMMARY

Council adopted its schedule of meetings for 2027 on 1 October 2026. The Chair was consulted on proposed meeting dates prior to the schedule being adopted. The schedule for 2027 is attached to this report for the Committee's reference.

DISCUSSION

Once agreed, the calendar will be updated to reflect the correct dates. The meetings will also be made publicly available via the website and set up in Councils agenda management system.

The schedule shows meetings of the Greytown Community Board are to take place six weekly on a Wednesday.

Board meetings are held in the WBS Room at Greytown Town Centre. Meetings have a start time of 7pm.

The following meeting dates for 2027 are proposed for the board to consider and adopt:

Wednesday 24 February
Wednesday 7 April
Wednesday 19 May
Wednesday 30 June
Wednesday 18 August
Wednesday 29 September
Wednesday 10 November
Wednesday 15 December

RECOMMENDATIONS

That the Greytown Community Board resolve to:

1. Receive the report "Community Board Meeting Schedule 2027"
2. Adopt the 2027 meeting schedule of ordinary meetings for the Greytown Community Board.

3.	Delegate to the Chief Executive the authority to alter the schedule of ordinary meetings following consultation with the Chair.

CONSIDERATIONS

Financial

There is no financial impact.

Climate Change

There are no positive or negative effects on climate change from this decision.

COMPLIANCE SCHEDULE

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,

a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and

b) Assess the options in terms of their advantages and disadvantages; and

c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.

2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	**Staff assessment**
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with Council Standing Orders, local government legislation and Council policy.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	There are no implications for health and safety.

APPENDICES

Appendix 1 Schedule of Council Meetings for the 2027 Calendar Year

2027	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	2027
MON		1	1								1 MCB		MON
TUE		2 MPC	2			1					2		TUE
WED		3	3			2 FCB			1		3	1 FCB	WED
THU		4	4	1		3	1		2 Council		4	2 Council	THU
FRI	1 New Years Day	5	5	2		4	2		3	1	5	3	FRI
SAT	2 Public Holiday	6	6	3	1	5	3		4	2	6	4	SAT
SUN	3	7	7	4	2	6	4	1	5	3	7	5	SUN
MON	4	8 Waitangi Day	8	5 MCB	3	7 King's Birthday	5	2	6	4	8	6 MCB	MON
TUE	5	9	9	6	4	8	6	3	7 MPC	5	9	7	TUE
WED	6	10 FCB	10	7 GCB	5 FCB	9	7	4 FCB	8	6 FCB	10 GCB	8	WED
THU	7	11	11 ESC/SRC	8 IC	6 LTP Deliberations	10 ESC/SRC	8	5	9 ESC/SRC	7 Council	11	8	THU
FRI	8	12	12	9	7	11	9	6	10	8	12	10	FRI
SAT	9	13	13	10	8	12	10	7	11	9	13	11	SAT
SUN	10	14	14	11	9	13	11	8	12	10	14	12	SUN
MON	11	15 MCB	15	12	10 MCB	14	12	9 MCB	13	11	15	13	MON
TUE	12	16	16 MPC	13	11	15 MPC	13	10	14	12	16	14	TUE
WED	13	17	17	14 LTP Hearing / FCB	12	16	14	11	15	13	17	15 GCB	WED
THU	14	18 IC	18 EGC / PPC	15 LTP Hearing	13	17 IC / EGC	15	12 IC	16 EGC	14 IC	18 RAC/SRC	16	THU
FRI	15	19	19	16	14	18	16	13	17	15	19	17	FRI
SAT	16	20	20	17	15	19	17	14	18	16	20	18	SAT
SUN	17	21	21	18	16	20	18	15	19	17	21	19	SUN
MON	18	22	22	19	17	21 MCB	19	16	20 MCB	18	22	20	MON
TUE	19	23	23	20	18	22	20 MPC	17	21	19 MPC	23	21	TUE
WED	20	24 Council - Adopt LTP Consultation Document / GCB	24	21	19 GCB	23	21	18 GCB	22	20	24	22	WED
THU	21	25	25 RAC / Council	22	20 RAC / Council	24 Council - Adopt LTP	22 RAC / Council	19	23 RAC / PPC	21 RAC	25 ESC/ EGC	23	THU
FRI	22	26	26 Good Friday	23	21	25 Matariki	23	20	24	22	26	24	FRI
SAT	23	27	27	24	22	26	24	21	25	23	27	25 Christmas Day	SAT
SUN	24	28	28	25	23	27	25	22	26	24	28	26 Boxing Day	SUN
MON	25 Wgtn Anniversary		29 Easter Monday	26 ANZAC Day	24	28	26 LGNZ	23	27	25 Labour Day	29	27	MON
TUE	26		30	27 MPC	25	29	27 LGNZ	24	28	26	30 MPC	28	TUE
WED	27		31	28	26	30 Council LTP Adopt back up day / GCB	28 LGNZ	25	29 GCB	27		29	WED
THU	28			29	27		29 LGNZ	26	30	28 Council Adopt Annual Report		30	THU
FRI	29			30	28		30 LGNZ	27		29		31	FRI
SAT	30				29		31	28		30			SAT
SUN	31				30			29		31			SUN
MON					31			30					MON
TUE								31					TUE

Scheduled as six-weekly:

COUNCIL	Council
MCB	Martinborough Community Board
FCB	Featherston Community Board
GCB	Greytown Community Board
MPC	Māori Partnership Committee

Committees scheduled bi-monthly

IC	Infrastructure Committee
PPC	People and Performance Committee
RAC	Risk & Assurance Committee

Committees scheduled as needed (placeholders entered)

SRC	Social Resilience Committee
EGC	Economic Growth Committee
ESC	Environmental Sustainability Committee

Not scheduled - TBC

RCAG	Rural & Coastal Advisory Group (not scheduled)

Other:

	Public & School Holidays
	Workshops / briefngs for Council and Committees - holding space

LGNZ	Superlocal Conference 2027

10.2 INCOME AND EXPENDITURE REPORT

Author: **Siv Fjaerestad, Advisor, Community Governance**

Authoriser: **Janice Smith, Chief Executive Officer**

File Number: **N/A**

PURPOSE

The purpose of this report is to update the Board on their current financial position.

EXECUTIVE SUMMARY

- The Income and Expenditure Report provides a summary of expenditure for the period ending 31 October 2026.
- The breakdown of expenditure is outlined in the Income and Expenditure Statement, which is attached as Appendix 1. Members may request clarification of any item from the appropriate officer if required.

RECOMMENDATIONS

That the Greytown Community Board receive the Income and Expenditure Report.

BACKGROUND

The update is supplied to the community to ensure clear and transparent use of South Wairarapa District Council funds. Funds are used to support the ordinary operation of the Committee and provide grant funding to the community, through their delegated authority.

Refer to the Terms of Reference for South Wairarapa District Council committees for guidelines in relation to the financial and non-financial delegations of the Board.

DISCUSSION

The Board has operational funding available to support its functions, including general expenses, training and professional development, travel and accommodation, and a community development grants budget.

General Expenses

At 31 October, the funding available in the budget for general expenses, once committed expenditure has been uplifted, is $1,132.

Training and Professional Development

At 31 October the Board has a budget of $1,050 available for training and professional development for the 2026-2027 Financial Year.

Travel and Accommodation

At 31 October the Board has a budget of $599 available for travel and accommodation for the 2026-2027 Financial Year.

Community Development Grants Budget

At 31 October the Board has $20,440 available in its Community Development Budget.

Community Boards Pool Fund

At 31 October, the funding available to the Board from the Community Board Pool Fund, once committed expenditure has been uplifted, is $2,658.

COMPLIANCE SCHEDULE

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process:

a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and

b) Assess the options in terms of their advantages and disadvantages; and

c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.

2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	**Staff assessment**
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with South Wairarapa District Council Financial Policy.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	There are no health and safety considerations.

APPENDICES

Appendix 1 Statement of Income and Expenditure at 31 October 2026

Greytown Community Board

Community Development fund for the Period Ended 31 October 2026

Allocation Grants Annual Budget 2026-27	**$**	**20,440**
Less Expenditure 2026/27 (Funds Uplifted)		
	$	-
Less funds granted and uplifted to 31 October 2026	**$**	**-**
Balance as at 31 October 2026	$	20,440
Less funds not uplifted from previous Community meetings as at 31 October 2026		
Less committed funds not uplifted from previous community meetings	**$**	**-**
Community Fund Account balance as at 31 October 2026	**$**	**20,440**

Greytown Community Board
Operational Expenditure for the Period Ended 31 October 2026

Annual Budget 2026-27	**$ 2,099**
Less Expenditure 31 October 2026	
Jul-26	
Local Governmen 109526/02 CBEC Levy 2026/27	$ 290
Less expenditure uplifted to 31 October 2026	**$ 290**
Balance as at 31 October 2026	**$ 1,809**
Less committed expenditure not uplifted from previous Community meetings as at 31 October 2026	
GCB2026/21 2026 Volunteer Expo - Meeting 22 July 2026	$ 677
Less committed expenditure not uplifted from previous community meetings	**$ 677**
Operational Account balance as at 31 October 2026	**$ 1,132**

Greytown Community Board
Training expenditure for the Period Ended 31 October 2026

Annual Budget 2026-27	**$ 1,050**
Less Expenditure 31 October 2026	
	$ -
Less expenditure uplifted to 31 October 2026	**$ -**
Balance as at 31 October 2026	**$ 1,050**

Greytown Community Board
Travel and Accommodation for the Period Ended 31 October 2026

Annual Budget 2026-27	**$ 599**
Less Expenditure 31 October 2026	
	$ -
Less expenditure uplifted to 31 October 2026	**$ -**
Balance as at 31 October 2026	**$ 599**

Greytown Community Board

Community Board Pool fund for the Period Ended 31 October 2026

Allocation Grants Annual Budget 2026-27	**$**	**3,333**
Less Expenditure 2026/27 (Funds Uplifted)		
Sept-26		
GardenBarn Ltd 110099/01 GCB 2026/21 Pt 4	$	166
Norfolk Road Nu 109694/01 GCB 2026/21	$	126
Mrs Blackwell L 110098/01 GCB 2026/21 Pt 4	$	43
House of Taylor 110100/01 GCB 2026/21 Pt 4	$	17
Woodcock Meeneez voucher - Arbor day GCB2026/21	$	26
Less funds granted and uplifted to 31 October 2026	**$**	**379**
Balance as at 31 October 2026	**$**	**2,954**
Less funds not uplifted from previous Community meetings as at 31 October 2026		
GCB2026/21 Arbor day costs	$	296
Less funds not uplifted from previous community meetings	**$**	**296**
Community Fund Account balance as at 31 October 2026	**$**	**2,658**

10.3 APPLICATIONS TO THE BOARD'S SEPTEMBER-NOVEMBER 2026 FUNDING ROUND

Author: **Siv Fjaerestad, Advisor, Community Governance**

Authoriser: **Donna McQuaid, Manager, Corporate Services**

File Number:

PURPOSE

The purpose of this report is to provide members of the Board with the details of the grant applications received to the Community Development Fund for the September-November 2026 funding round.

EXECUTIVE SUMMARY

The Greytown Community Board (GCB) received six applications in the funding round which opened 28 September and closed 1 November 2026.

An application from the Wairarapa Walking Festival was withdrawn by the applicant as the event takes place prior to the grant deliberation meeting.

Therefore, the Board is being asked to consider five applications for funding. The total amount subscribed for funding is $7,870. The board has a total of $20,440 funds available to allocate in the 2026-2027 Financial Year. The list of applicants has been included in this report.

The details of all applications in full, including supporting evidence, were made available to the Board prior to this meeting. While sufficient funding is available to support every application, the Board is not obliged to fund them all. The Board is asked to consider each application on its merits, including whether it aligns with the Grants Policy, the benefit it provides to the Greytown community, and whether it is a deserving use of the funding available.

RECOMMENDATIONS

That the Greytown Community Board:

1. Receive the “Applications to the Board's September-November 2026 funding round” report.
2. Accept in full/accept in part/accept conditional upon supporting information/decline the application from Featherston Knitters for $1,000 to contribute to Keeping the Community Warm.
3. Accept in full/accept in part/accept conditional upon supporting information/decline the application from Greytown Little Theatre for $2,370 for the Theatre Lighting Replacement Studio 73.
4. Accept in full/accept in part/accept conditional upon supporting information/decline the application from Greytown Trails Trust for $2,500 to support Removal of Dead Trees and Broken Branches.

5. Accept in full/accept in part/accept conditional upon supporting information/decline the application from Hato Hone St John Wairarapa Area Committee for $1,000 to contribute to Waka Ora Health Shuttles.
6. Accept in full/accept in part/accept conditional upon supporting information/decline the application from Rotary Club of the South Wairarapa for $1,000 to support the 2026 Greytown Santa Parade.

BACKGROUND

South Wairarapa District Council is committed to promoting sustainable social, economic, cultural and environmental outcomes within the district. One way to achieve this is to provide community investment via grants to eligible community groups and projects benefiting the people of South Wairarapa.

The Greytown Community Board has delegated authority to make financial decisions within the allocated and available budget. The board operates its grant fund in accordance with the Council's Grants Policy. The Grants Policy applies to all grants funded by Council, including committees and community boards.

Community boards are allocated funding for grants through the Long-Term Plan/Annual Plan.

Grant allocations and board expenditure must be made by resolution at a formal meeting.

DISCUSSION

Under the current Grants Policy, eligibility for community board grants include:

- Community organisations, marae committees, school, an individual, or a group of individuals who have come together for a common purpose to benefit the South Wairarapa.
- Whilst the applicant does not need to be based in the South Wairarapa or the ward from where the funds are being sought, they should be able to demonstrate that the activity benefits the local community.

Under the current Grants Policy, the following allocation principles are applied:

- We are impartial and treat all applicants fairly.
- We operate transparently while protecting applicant's financial confidentiality
- We provide feedback to unsuccessful applicants so they can learn and know how to improve next time.
- We consider the outcomes of previous funding assistance given by Council.

To ensure an equitable and impartial process and outcomes, all funding applications must be assessed through a fair, transparent, consistent and evidence-based process.

Each application must satisfy the published eligibility criteria and minimum information requirements.

Eligible applications must be assessed on their own merits against a set of pre-determined criteria, in alignment with the Grants Policy and the Board objectives.

Assessors should consider the information submitted through the formal application process, apply the agreed scoring methodology consistently, and consider reasons to support each resolution and provide useful feedback to the applicant.

Before participating, every decision-maker must declare any actual, potential or perceived conflict of interest; a conflicted member must not assess, advocate for, discuss or vote on the affected application, and the declaration and action taken must be recorded.

The Board will consider five applications in the September-November 2026 funding round:

Applicant Name	Organisation/Group	Project Title	Amount Requested
Sandra Walters	Featherston Knitters	Keeping the Community Warm	$1,000
John Gilberthorpe	Greytown Little Theatre	Theatre Lighting Replacement Studio 73	$2,370
Roland Daysh	Greytown Trails Trust	Removal of dead trees and broken branches	$2,500
Veronica Wood	Hato Hone St John Wairarapa Area Committee	Waka Ora Health Shuttles	$1,000
Christine Eliseev	Rotary Club of the South Wairarapa	2026 Greytown Santa Parade	$1,000
Total			**$7,870.00**

OPTIONS

The options available to the Board are to accept in full, accept in part, accept conditional upon supporting information, or decline the applications as they are presented. If declining an application, the Board can request further information from the applicant and accept their application to a future funding round if appropriate.

CONSIDERATIONS

Financial

Greytown Community Board funding was allocated to the community boards from the Council's Annual Plan process. Therefore, the delegation for decision making is with the Greytown Community Board and has no further impact on the Council's AP/LTP, OPEX/CAPEX, rating impact or procurement process.

COMPLIANCE SCHEDULE

Full consideration has been given to the provisions of the Local Government Act 2002 S77 in relation to decision making, in particular:

1. A Local authority must, in the course of the decision-making process,

a) Seek to identify all reasonably practicable options for the achievement of the objective of a decision; and

b) Assess the options in terms of their advantages and disadvantages; and

c) If any of the options identified under paragraph (a) involves a significant decision in relation to land or a body of water, take into account the relationship of Māori and their culture and traditions with their ancestral land, water sites, waahi tapu, valued flora and fauna and other taonga.

2. This section is subject to Section 79 - Compliance with procedures in relation to decisions.

Compliance requirement	**Staff assessment**
State the level of significance (high or low) of the issue or proposal as determined by the Council's Significance and Engagement Policy	This is a matter of low significance.
State the relevant Council policies (external or internal), legislation, and/or community outcomes (as stated in the Long Term Plan) that relate to this decision.	This report complies with Grant Policy.
State the possible implications for Māori and how Māori have been provided with an opportunity to contribute to decision making if this decision is significant and relates to land and/or any body of water.	There are no implications for Māori.
Chief Financial Officer review	The Chief Financial Officer has not reviewed this report.
State the possible implications for health and safety	None

APPENDICES

Nil

11 INFORMATION REPORTS FROM CHIEF EXECUTIVE AND STAFF

11.1 ACTION ITEMS

Author: **Siv Fjaerestad, Advisor, Community Governance**

Authoriser: **Donna McQuaid, Manager, Corporate Services**

File Number: **Not applicable**

PURPOSE

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

EXECUTIVE SUMMARY

Action items from recent meetings are presented to the Board for information.

BACKGROUND

The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive 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. Procedural resolutions are not reported on.

DISCUSSION

Please refer to the report appendix.

APPENDICES

Appendix 1 **Detailed GCB Actions Items Update for November 2026**

GREYTOWN COMMUNITY BOARD Number/Item	Meeting Date Raised	Members / Assigned Officers	Action or Task details	Status	Notes
Action : 6	24 June 2026	Siv Fjaerestad	Officers to formally thank Charlie Fairbairn for his presentation and engagement with the Board. Officers to ask Charlie Fairbairn to provide the passenger numbers and usage statistics referenced during the discussion to inform Board understanding of need for proposed shelter and enable informed communication with interested stakeholders.	**Actioned**	24.06.2026: Officers to ask Charlie Fairburn to provide the passenger numbers and usage statistics referenced during the discussion to inform Board understanding of need for proposed shelter and enable informed communication with interested stakeholders. 15.07.2026: Received information and forwarded to Chair. 02.09.2026: Ms Fjaerestad: to circulate the information, upload it to the EM Lounge and have the Board consider the information. 14.10.2026: Ms McQuaid to follow up on this action. 08.11.2026: Metlink files uploaded to Elected Members Lounge.
Action : 6	24 June 2026	Siv Fjaerestad	Community Board to request to share information about the proposal through SWDC online and social media channels and encourage community groups and the wider public to provide feedback, which will be collated and passed on to Charlie Fairbairn	Open	14.07.2026: Postponed until form of consultation is determined
Action : 11.1	24 June 2026	Louise Brown and Janice Smith	Ms Brown to take photos and send to Ms Smith. Ms Smith to follow up with NZTA on heritage lights.	Open	02.09.2026: Ms Brown to send photos taken to Ms Smith. Ms Smith to follow up with NZTA to remove and reaffix the cover. 09.10.2026: Photos not yet received. 14.10.2026: Ms McQuaid to request that Ms Smith follow up with NZTA to remove and reaffix the cover. 18.11.26: Regional relationship manager has been contacted, but details of the requirement are still not clear. Ms McQuaid to engage directly with Ms Brown to understand the requirement.
Action : 11.1	24 June 2026	Janice Smith	Action next steps on McMaster St moving of accessible parking area	Open	02.09.2026: Ms Smith to provide the status of this item, including the relevant bylaw and whether this bylaw needs to change. 14.10.2026: Ms McQuaid to follow up. 28.10.2026: Mr Corbett confirmed that this remains under active consideration pending other decisions that may be made through the LTP.

GREYTOWN COMMUNITY BOARD Number/Item	Meeting Date Raised	Members / Assigned Officers	Action or Task details	Status	Notes
					18.11.26 Mc McQuaid to engage with Ms Brown to resolve.
Action : 12.1	24 June 2026	All members	The Board agreed to table further investigation into consultation options to a future meeting, pending an informal meeting to consider available ideas and options.	Open	14.10.2026: The Exploration and Enhancement of Public Seating on Main Street will be absorbed into the wider GCB community engagement for LTP submission.
Resolution : GCB 2026/21.2	22 July 2026	Siv Fjaerestad	**COMMITTEE RESOLUTION GCB2026/21** **Moved: Mrs D Mackenzie** **Seconded: Mr N Morison** That the Greytown Community Board, as part of the substantive resolution: 2. Agree to retrospectively allocate the amount of $677 from General Operating Expenses for the purpose of the 2026 Volunteer Expo, as agreed unanimously by e-mail. **CARRIED**	**Actioned**	02.06.2026: Purchase order raised with Stuff Limited / Wairarapa Times Age for Volunteer Expo Advert. 02.06.2026: Purchase order raised with Lamb Peters Print for Volunteer Expo flyers. 03.06.2026: Purchase order raised with Moore Wilson for catering for Expo. 20.07.2026: Payment to Stuff Limited processed. 20.07.2026: Payment to Lamb Peters Print processed. 20.07.2026: Payment to Moore Wilson processed.
Resolution : GCB 2026/21.3	22 July 2026	Siv Fjaerestad	**COMMITTEE RESOLUTION GCB2026/21** **Moved: Mrs D Mackenzie** **Seconded: Mr N Morison** That the Greytown Community Board, as part of the substantive resolution: 3. Revoke Resolution GCB 2026/18, Point 2, for Arbor Day Expenditure, made on 24 June 2026. **CARRIED**	**Actioned**	22.07.2026: The resolution was revoked at 22 July meeting.
Resolution : GCB 2026/21.4	22 July 2026	Siv Fjaerestad	**COMMITTEE RESOLUTION GCB2026/21** **Moved: Mrs D Mackenzie** **Seconded: Mr N Morison** That the Greytown Community Board, as part of the substantive resolution: 4. Approve the expenditure for Greytown Community Board's Arbor Day to the amount of $675, from the $10,000 Community Programmes Fund. **CARRIED**	Open	26.06.26: Purchase Order raised with Lamb Peters Print for Arbor Day Colouring Competition. 20.07.2026: Payment to Lamb Peters Print processed. 05.08.2026: Purchase order raised with Lolly Jar for Arbor Day prize. 05.08.2026: Purchase order raised with Garden Barn for trees for Arbor Day. 20.08.2026: Payment to Garden Barn processed. 05.08.2026: Purchase order raised with House of Taylor Limited for Arbor Day prize.

GREYTOWN COMMUNITY BOARD Number/Item	Meeting Date Raised	Members / Assigned Officers	Action or Task details	Status	Notes
			Note: this resolution replaced GCB 2026/18 which was revoked.		04.09.2026: Payment to House of Taylor processed. 04.09.2026: Payment to Mrs Blackwell's Bookshop processed.
Resolution : GCB 2026/21.6	22 July 2026	Siv Fjaerestad	**COMMITTEE RESOLUTION GCB2026/21** **Moved: Mrs D Mackenzie** **Seconded: Mr N Morison** That the Greytown Community Board, as part of the substantive resolution: 6. Defer the next funding round to after 2 September 2026 meeting. **CARRIED**	**Actioned**	
Action : 5	2 Sept 2026	Siv Fjaerestad, Louise Brown	To provide the answer to the following question under public participation to Josje Neerincx and Frank Van Steelsen via e-mail: "*Does SWDC have the formal authority to intervene, dissolve, or reform the CLG if it is proven that the developer's selection process was biased or if the group fails to operate as a genuine feedback loop?*"	**Actioned**	30.09.2026: This question has not been answered yet because we are responding to a LGOIMA connected to the matter. The LGOIMA is due for release by 28 October 2026. 20.10.2026: Ms Neerincx was sent the LGOIMA response.
Action : 10.1	2 Sept 2026	Ms Ansell	Ms Brown has e-mailed and requested the following action from Ms Ansell: *"While recognising that there is a legislative requirement to develop a Long Term Plan, can officers provide:* *- A more detailed understanding of the extent to which the Long Term Plan will be taken into consideration or have impact;* *- Information on what the focus of the plan will be on once the new unitary council is established."*	**Actioned**	Ms Ansell has responded to Ms Brown, recommending that they make a submission to the LTP, and also provide some ideas or feedback to staff on the programming and priorities for outyears. There is further opportunity for the Community Boards to discuss process and ideas in more detail at the 22 October meeting. 14.10.2026: Update on LTP has been actioned.
Resolution : GCB 2026/24	2 Sept 2026	Members	**COMMITTEE RESOLUTION GCB2026/24** Agree to review the current project plan for years four through to nine of the existing LTP and provide feedback to officers by the end of September 2026.	Open	14.10.2026: Feedback to be provided to officers by 22 October 2026. 22.10.2026: The 22 October meeting has been postponed. 11.11.2026: An e-mail with further information on how GCB can provide feedback to years 4 to 9 work programming and priorities, and high level LTP

GREYTOWN COMMUNITY BOARD Number/Item	Meeting Date Raised	Members / Assigned Officers	Action or Task details	Status	Notes
					feedback, was provided by the Lead Advisor, Performance and Strategy. Ms Brown will provide information to the LTP team by the end of November.
Resolution : GCB 2026/25.1	2 Sept 2026	Members and Siv Fjaerestad	**COMMITTEE RESOLUTION GCB2026/25** **Moved: Cr Bosley** **Seconded: Mr Morison** The Greytown Community Board resolved to: 2. Agree to two rounds of grants with decisions on grants to be made at the board's meeting on 25 November 2026. **CARRIED**	Open	28.09.2026: Greytown Community Board Funding Round opened. 01.11.2026: Greytown Community Board Funding Round closed.
Action : 10.2	2 Sept 2026	Siv Fjaerestad	To circulate to the Board, information on the upcoming LGNZ Ākona's micro-credentials available for elected members, with registrations due on 4 September 2026.	**Actioned**	02.09.2026: Circulated via e-mail to the Board.
Action : 12.1	14 Oct 2026	Ms Barton	Several of the dog waste station bag dispensers around Greytown needed refilling, but there was confusion about who was responsible. SWDC own some of them, but the Rail Trail Trust owns others. Ms Barton Group Manager, Planning & Regulatory. to investigate and provide clarification on ownership and responsibilities of the dog waste station bag dispensers. SWDC to ensure refills are supplied to theirs.	Open	18.11.2026: Followed up with Group Manager, Planning & Regulatory.

12 CHAIRPERSON REPORTS

12.1 CHAIRPERSON UPDATE

Author: **Louise Brown, Ms**

Authoriser: **Donna McQuaid, Manager, Corporate Services**

File Number:

PURPOSE

The purpose of this report is for the Chairperson to update the board on activities and interests they have been involved in since the previous meeting.

EXECUTIVE SUMMARY

- The Chair will speak to each topic at the meeting, with members able to seek clarification as required.

RECOMMENDATIONS

Officers recommend that the Greytown Community Board:

1. Receives the "Chairperson Update" report.
2. Notes the important event dates for the 2027 Calendar Year.

DISCUSSION

The Chairperson will provide updates in relation to the following points at the meeting:

- Reflection on Emergency Expo.
- Reflection on Parks and Reserves Stakeholders Meeting.
- Arbor Reserve Plans moving forward.
- Consultation Paper Review and Promotion.
- Councillor Corner. This is intended as a dedicated opportunity in each meeting for councillors to share information relevant to the Board and community.
- Important event dates for the Board and Greytown Community in 2027 include:
    - Grant Deliberation Meeting 19 May
    - Volunteer Expo 6 June
    - Matariki 25 June

- Arbor Day 3 July
- Parks and Reserves Stakeholder meeting 22 September
- Grant Deliberation Meeting 29 September

APPENDICES

Nil

13 KARAKIA WHAKAMUTUNGA – CLOSING

Kua mutu ā mātou mahi
Mō tēnei wā
Manaakitia mai mātou katoa
O mātou hoa
O mātou whānau
Aio ki te Aorangi

Our work is finished
For the moment
Blessing upon us all
Our friends
Our families
Peace to the Universe